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Centre of the Principal, Rural Extension Training Centre
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GOVERNMENT OF MADHYA PRADESH
PLANNING AND DEVELOPMENT DEPARTMENT

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Assistant Development Commissioner
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PREPARATION
OF
DETAILED VILLAGE PROGRAMME
1960

A compendium of Instructions issued by Planning and Development Department on preparation of detailed Village Programme in Stage I|Stage II|CD|SMPT Blocks in Madhya Pradesh.

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OFFICE OF THE DEVELOPMENT COMMISSIONER

GOVERNMENT OF MADHYA PRADESH

MEMORANDUM

No. 15530-4577-*XXII-D-II, dated Bhopal, the* 10 *th August* 1959—*Sravana* 19, 1881.

To

COLLECTORS (All).

SUBJECT.—*Implementation of Community Development Programme.*

It has been noticed that in Development Blocks, the Block Development Officers and the Extension staff have not been paying due attention to the task of community organisation, *i.e.*, generating an urge for better and higher standard of living, creating a desire for adoption of new and better ways of life, strenghthening the people's organisations at the village level, preparing the people and their organisation for taking responsibility for planning and implementation of village development programmes, developing co-operative and collaborative attitudes and practices and bringing about an out-look for hard work, both individually and collectively, based primarily on self-help and self-reliance to attain their objectives. Community organisation is a process for developing these tendencies and attitudes in the people and their organisations, particularly at the village level. The basic factors in this process, therefore, are realisation by the community of its needs, ranking those needs in the order of priorities and preparing a programme on that basis, developing attitudes for self-help, self-reliance and hard and co-operative effort and strengthening their organizations for implementation of the programme and attainment of their objectives. These are the fundamental principles and objectives of community development.

2. The Block Development Officers and the extension staff including village level workers appear to be mostly engrossed with the outer forms rather than the real spirit of community development. They keep themselves busy with the formal and routine administrative matters and the constructional part of the activities without paying due attention to the basic and fundamental objectives for which the development blocks have been opened and the whole scheme of community development has been propounded. It is, therefore, of the utmost importance that they should devote most of their time to the work pertaining to community organization and agricultural production. This aspect is particularly important for the village level workers who are required to devote the major portion of their time to agricultural activities including animal husbandry and co-operation and educative programmes. It has already been stressed in this department memorandum No. 831-229-XXII-D-II, dated the 13th January 1959 that the constructional works should mostly be left to village agencies. In fact, the constructional works will not suffer if the basic task of preparing the people and their organizations is attended to properly at the village level.

3. The practical way of going ahead with the programme of community orgnnization and agricultural production is to consider each village as a primary unit and devote intensively at that level. The method of preparing detailed agricultural production programmes at the village level has been clearly brought out in this office memorandum No. 6059-2398-XXII-D-II, dated the 6th April 1959. The same method should be applied for preparing programmes in other sectors at the village

level. The idea is that village programmes under all sectors with main emphasis on agricultural production, development of the Panchayats and Co-operatives, Youth organizations, Women's and Children's activities and co-operative and collaborative approaches, should be prepared every year. The programme as it is conceived should lay the greatest emphasis on demorcratic planning and execution as distinguished from centralised direction and control. This emphasises building up of plans from below and association of the people with their formulation and implementation. The main points to be kept in view in preparing these programmes are—

(*a*) The programmes should be prepared in fullest association and consultation with the village people and their organizations.

(*b*) The programme of the previous year should be reviewed and the difficulties and draw-backs should be fully discussed.

(*c*) Where individuals have to be covered as in agricultural programme, care should be taken to see that fresh persons are involved every year so that full coverage may be possible within a few years. Similarly fresh items should be added every year with the general acceptance of the people.

(*d*) The programme particularly in the agricultural field should be a substantial one. It should not be limited to the people who readily agree but a reasonable margin should be kept for the effort of the village level worker and the local organizations.

(*e*) The responsibility of preparing details of the programme or modifying the programme and for implementation thereof should be thrown more and more on the Village Panchayats or their Sub-Committees or partly on Village Panchayats and partly on Village Co-operatives and in the absence of any of such bodies on the local Vikas Mandals.

(*f*) The programme should be prepared keeping in view the local conditions, local requirements, social structure of the society, and the habits, customs and stage of development of the people.

4. Community Development Programme lays emphasis on co-operative rather than individual approach. The vital need of organising the community through village institutions has, therefore, to be clearly recognised. The Village Panchayat, the Village Co-operative Society and the Village School are coming to be recognised as the basic village institutions. While all institutions have to be strengthened and developed, the main task of promoting community development will, naturally, fall on Village Panchayat. The Panchayat should, therefore, be parepared to take responsibility for the preparation and implementation of village-programmes with the help of village co-operative, village schools and other organizations like Yuvak Mandals, Bal Mandals and Mahila Mandals. The development of all these organisations and the tasks to be assigned to them should form part of the village programme.

5. As the jurisdiction of Village Panchayat generally extends to more than one village, instructions have already been issued to constitute a sub-committee of the Panchayat in every village. This Sub-Committee will, thus, have to play an important role in the village under the general directions and supervision of the Panchayat. Where a village has not yet been covered by a Panchayat, the Vikas Mandal will have to be prepared to take up the responsibility until a Panchayat is constituted.

6. Community Development Programme, as it is conceived in India, aims at socio-economic development in the villages through democratic process and Village Panchayat, being the basic unit of local self-government is to be the main agency or the planning and implementation of this programme. Hence the primary res-

ponsibility for awakening and educating the people will naturally fall on the Panchayats. This does not, however, mean that the Panchayats can, at this stage be, left alone to take all the responsibilities and look after all the duties which are at present mostly discharged by the Block staff. Both, the people and the Panchayats, will have to be educated and prepared to shoulder these responsibilities primarily on the basis of self-help and co-operative effort, which ultimately means harder work individually and collectively. This process of orientation and education will have to be continuous one far a long time to come. Apart from short-term orientation camps that may be arranged refresher courses for Panchayats and village leaders, the yearly preparation of village programmes and their follow up as shown in this Memorandum will not multiply the activities manifold, but will also prove to be a great educative process for them. This should be one of the main task of the extension organisation which has been set up on a permanent basis.

7. Attempt should be made to start Youth Organisations and Women's and Children's activities in every village. The organisation of community centres and the education of boys and particularly girls should also be given importance. If will not be difficult if the people are explained the real purpose and objectives of these activities and if the local organisations are gradually geared up to look after the village programmes. If Youth Organisations and Mahila Mandals are properly developed in each village, they will prove a great asset to the work of community organisation in the village. Detailed instructions have already been issued regarding the formation and basic objectives of Youth Organisations and Mahila Mandals in this office Memoranda No. 18022-300-XXII-D-I, dated the 1st November 1957 and No. 14194-4680-XXII-D-II, dated the 14th August 1958, respectively.

8. It may be argued that Women's and Children's programme cannot be set up without a Lady S. E. O. or a Gram Sevika and that even where these function arıes are available in any block, they can attend to a few villages only, but this is not quite correct. If a village programme is made and if the village level worker and local organisations like Panchayats or their sub-committees or Vikas Mandals make an honest effort through the village people to establish a mahila Mandal and prepare some local women to take up this work, it would be realised that the work is not as difficult as it apparently looks. The local women can start in a small way and can gradually expand the activities according to the capacity and enthusiasm of the people there. It may be that more and better women workers may become available in this process. Detailed instructions have already been issued regarding orientation and refresher courses to be organised for these women workers under this office Memorandum No. 14194-4680-XXII-DII, dated the 14th August 1958.

9. The follow-up of the persons who have been trained at the functional and integrated village leader's training camps should also be an important item of the village programme. The work to be done and the responsibility to be taken by each of the trained persons should be clearly brought out and the village level worker and the local organisation should keep on explaining and persuading them to play their part properly.

10. The school-going children or Bal Mandals can also play a simple but definite role in the village programme. Apart from the recreational activities, certain tasks like flower growing, periodical cleaning of streets and care of a few fruit tree in the kitchen garden can be assigned to them. Similarly, the village school teachers should also be involved and persuaded to take responsibility for programmes relating to school children and certain other items linked with social and cultural development. They should take up these activities as a part of the village programme and under the overall supervision of the Panchayat or the

Panchayat Sub-Committee or the Vikas Mandal. Instructions regarding the part that can be played by a school teacher have already been issued in this office endorsement No. 24261-2954-XXII-D-II, dated the 27th November 1957.

11. In preparing a village programme, primary attention has to be paid to agricultural production programme and self-help activities which can be implemented or carried out through the individual or collective effort of the villagers. The people must be educated to realise that these programmes are really important and self-developing. The items depending on Government taccavis, supplies and grants-in-aid should be a small part of the whole programme and these items should be included to the extent such Government help can be made available in the village concerned. The villagers should be made to realise that all cultivators and all villages cannot be given such help at the same time and that they should wait for these programmes until their turn comes. They should be able to appreciate this point of view so that they may not feel frustrated. Self-help programmes should, therefore, form the backbone of annual development programmes,in villages. In agricultural programmes, the question of supplying improved seed, fertilisers *etc.* should also be carefully worked out.

12. The programmes so prepared have to be implemented by the people through their local organisations and for this purpose there must be a constant follow-up not only by the village level worker but also by the extension officers. They should not only solve the various difficulties and bottle-necks coming in the way of implementation but should also educate and prepare these organisations to take responsibility for implementation of rural programmes and these organisations should in their turn prepare the villagers for harder work individually and collectively. The village level worker and the local organisation will also have to prepare the poeple for certain programmes according to the targets fixed in the annual programme. This will have to be an educative process but certain targets are necessary so that the village level workers, the extension staff and the local organisations may make full effort.

13. It will not be an easy job to prepare detailed annual village programme as described in the foregoing paragraphs because it will require intimate association with the villagers and fullest consideration will have to be given to the views and difficulties of the poorer and more backward sections of the villages. Further, it should not be a more mechanical preparation of the programme but should primarily involve an educative process. It is, therefore, desired that this work should generally, be done by the Block Development Officers and the Agricultural Extension Officers at least for the first two years. The other Extension Officers should be helpful in the follow-up work.

14. If the Block Development Officers and the Agricultural Extension Officers, can cover 4 to 5 villages every month on an average they can prepare such programmes in 100 to 120 villages per year. They will have to stay at least for 2 nights and 2 days in each village on an average for this purpose. Looking to the importance of the subject, utilization of 8 to 10 days per month for this basic and fundamental work should certainly be possible. Even if there are competing claims on their time, they shoud not allow this work to suffer because this has long been neglected and in the absence of which the spirit of Community development cannot grow.

15. The preparation of village programmes as detailed above will be a continuous process month after month. Naturally, therefore, the Block Development Officer or Agricultural Extension Officer will be able to visit many villages for the purpose only in the latter part of the year. But this should not matter as the

primary idea is to start a particular type of working coupled with an educative process. If they visit after June, they should prepare, Rabi and other programmes for the current year and Kharif programme for the next year. If they visit a village after the Rabi sowing, they should prepare Kharif and Rabi programmes for the next year. If they visit after December, they should prepare all the programmes for the next year. It will be seen that the intended type of programme will be made at a very late stage in many villages. It will, therefore, not be desirable to stop the existing method of preparing agricultural and other programmes based on the overall targets for the block. This should be continued so that the normal working of the block programme may not be disturbed. The small programmes prepared at present should be enlarged primarily by addition of self-help programmes when detailed village programmes are prepared as explained above.

16. At present, it is found that except for a couple of months before the Karif sowings and a couple of months before the Rabi sowings,the village level workers do not have much agricultural work. Even in these months they are mostly engaged in the work of distribution of seeds and fertilizers and in collecting demands from the villagers for supplies and assistance made available by the Government. So far as other spheres of work are concerned, they are largely engaged in formal, routine and constructional type of activities. They are not devoting sufficient attention to the educative work which requires deeper association with the villagers and a real understanding of their difficulties and problems. If detailed and substantial programmes are made at the village level as described above, the village level workers will have an enormous educative programme and will also have to prepare larger number of persons for certain programmes according to targets, particularly in the agricultural field. This will substanially enlarge the scope of their activities in agricultural and educative fields.

17. At present the Village Panchayat or their Sub-Committees or Vikas Mandal or any other local organisation charged with the implementation of the village programme, are primarily concerned with the distribution and the constructional type of programmes, *i. e.*, with those items in which Government assistance is made available. Very few local organisations concern themselves with the self-help activities and the programmes which develop the co-operative and collaborative attitudes and approaches. If the village programmes are prepared as shown in the foregoing paragraphs, the village panchayats or local organisations will get real training and education in community development and the process of people's movement will really start.

18. The basic principles and objectives of community development cannot be achieved and the process of community organisation cannot make much headway in a programme which is expected to cover the entire rural area, of the State by October, 1963 merely by vague propaganda. Experience of the past years has shown that a new outlook for higher standard of living through the process of self-help, self-reliance and co-operative effort cannot be brought about merely through formal and routine programmes and administrative fiat. It requires a concrete and definite programme of action based on intensive effort and association with the people at the village level and periodical evaluation of such concrete programme has, therefore, been outlined for being carried out in a systematic and planned way by the Block Development Officers and the blocks extension staff. The preparation of village programmes with an educative process and intensive follow up with the same spirit are expected to show substantial results in the process of community organisation which is the basis of community development.

19. Each extension officer, though he may be a specialist in one of the subjects only, should, during his tours, be able to examine in association with the village people and their organisation as to how the implementation of village programme

is going ahead. He should be able to see whether the villagers and the local organisations charged with the responsibility of implementation of the programme are developing real interest. He should find out whether the self-help programmes are making head-way and whether Youth organisations and Women's and Children's activities have really started and are developing in the right direction. Lastly, difficulties and bottle-necks regarding agricultural programme should be clearly noted. He should try to draw attention of the villagers towards the main aspects of the programme and try to solve the difficulties as far as possible. The main points should be reported by him to the Block Development Officer for being discussed in the monthly meeting of the Extension Officers. This should not be difficult for the extension officer if a multipurpose outlook has been developed as expected. The tours of extension officers will have to be well planned, if they are to do this type of work also during their tours.

20. One of the main reasons why the agricultural production programme has not made as much head-way as was expected is that we have not laid sufficient emphasis on the task of preparing the people and in developing their organisation at the village level. If the village programmes are prepared in the way directed above, and if the educative process is given prime importance, it will be seen tha the agricultural production programme will also make much faster progress.

21. It may be argued by many Block Development Officers that if they devote their primary attention to the task of agricultural production and community organisation at the village level, construction work may suffer and consequently they may not be able to utilise the budget provision adequately. It may be pointed out that these fears are based on an incorrect appreciation of the situation. The policy of disbursing certain grants-in-aid to Panchayats or Vikas Mandals for certain works without preparing them fully and then devoting the energy of the entire staff in getting those works completed somehow or the other should be stopped. If the people and their organisations are really prepared and an educative process is started at the village level, their effective demands will soon grow and multiply to such an extent that the Block Development Officers will find that the money provision at their disposal is far from adequate.

22. Lastly, it has to be emphasised that the Block Development Officers should take care to see that preparation of detailed village programmes should not be done in a mechanical and formal way. This work has to be coupled with an educative process and has to be done with a real spirit to awaken the people to their responsibility and preparing their organisations—panchyats and co-operatives—for planning and implementation of the village programmes which should largely consist of the activities based on self-help and co-operative efforts. The associte organisations, *i.e.*, Youth Mandals and Mahila Mandals should also play an important part in developing self-help, initiative and self-reliance.

23. As the highest priority has to be given to the task of agricultural production and community organisation, the Block Development Officers should hence forward pay primary attention and devote a greater part to their time to these aspects of the programme. It may be emphasised once again that the work and worth of Block Development Officers and the success of the block will primarily be judged by the progress made in these important directions.

24. It is hoped that detailed programmes will be made as explained in this Memorandum at least in 100 villages in every block by June, 1960. This should be a modest target for every block and every Block Development Officer.

P. S. BAPNA,
Development Commissioner.

No. 15531-4577-*XXII-D-II, dated Bhopal, the* 10*th August* 1959—*Sravana* 19, 1881.

Copy forwarded for information to—

(1) Commissioners, Heads of Department,

(2) Block Development Officers (All),

for information and necessary action.

P. S. BAPNA,
Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 13298-6319-*XXII-D-II, dated Bhopal, the 26th October* 1959—*Kartika* 4, 1881.

To

COLLECTORS (ALL),

MADHYA PRADESH.

SUBJECT.—*Preparation of detailed village programme.*

It has been noticed that inspite of clear instructions issued in the under-mentioned circulars, there is still a great confusion in the minds on the Block Development Officers regarding the manner and the method of preparing detailed Villag (Programmes:—

(1) No. 429, dated the 20th January 1958.

(2) No. 13161-6245-XXII-D-II, dated the 13th October 1958.

(3) No. 6059-2398-XXII-II, dated the 6th April 1959.

(4) No. 15530-4577-XXII-D-II, dated the 10th August 1959.

In some cases, special proformae for recording the programme of each family have been adopted by them and these have been printed and distributed in thousands to the Village Level Workers. In certain blocks, new registers have been prescribed and printed for this purpose. The Village Level Workers break up the programme given to them from block-level into village programmes and the village targets are further distributed to a few enlightened and willing cultivators. The programme of these cultivators is, then, filled in the printed forms. In many cases the demand of each cultivator for seeds, fertilizers, taccavis, etc., is taken as his programme and is filled in certain forms or registers. This method is hardly satisfactory.

2. The detailed village programme should not merely be a mechanical break up of certain targets assigned to the Village Level Worker from the district or block-level. It should be prepared at the village-level in full association and consultation with the village people and their representatives and should be considered as an educative process as explained in this office memo. No. 15530-4577-XXII-D-II, dated the 10th August 1959. It is, however, not intended at this stage that the programme of each family should be prepared, because it is not considered feasible or practicable for the Village Level Worker to prepare family-wise programmes unless this work is taken up by the local village organisation. The Block Development Officers should also not prescribe or adopt any proformae for this purpose. The method to be adopted at present should be as simple as possible and care should be taken to see that it does not increase the paper work of the Village Level Worker or tend to make him work in a mechanical way.

3. In order to provide further guidance to the block staff in this important matter and with a view to avoid the possibility of contradictory instructions being issued from different supervising officers, the method desired to be adopted in preparing detailed annual village programmes is explained in the following paragraphs. It is not intended to lay down any rigid procedure. Suitable deviations and alterations can certainly be made to suit local conditions. But the broad method and manner of preparing these programmes as explained below will, it is hoped, prove useful and should be adhered to as far as possible.

4. When a Block Development Officer, Extension Officer, Agriculture or any other Extension Officer visits a village for preparing a datailed annual village programme, he should spend a day or at least half a day in contacting and discussing the matter with the important members of the Village Panchayat, Vikas Mandal, Village Co-operative Society, if any, and other enthusiastic village leaders including the local school teachers to create a proper climate and base for preparing the programme. This should be done through group individual discussions. He should also study the basic conditions of the village, the work that may have been done so for and the programme that may have been prepared by the Village Level Worker, Panchayat or any other local organisations. He should also make it a point to study the difficulties and reactions of the average and below the average farmers.

5. Having done some spade work and created some favourable atmosphere for a substantial agricultural and self-help programme, the Block Development Officer or Extension Officer should hold one or two sittings with the village people at such time and place as may be convenient to them. He and, if possible, some other village leaders should start by explaining the purpose of the meeting, the desirability of preparing a detailed annual programme particularly for agricultural production and the necessity of the Panchayat Sub-Comimittee/Vikas Mandal taking the responsibility of follow-up and implementation of the programme. He should, then, note down in consultation with the people the minimum basic data required for preparing the agricultural programme as shown on pages 1-2 of Annexure I and examine the work that has been done in that village so for under agriculture.

6. After having collected the basic data which should be very elaborate but only the minimum necessary and having reviewed the existing position, the existing level of production in the village should be caculated as shown on page 2 of Annexure I. This can be done very easily by multiplying the area under each crop (separately for irrigated and non-irrigated) with the average production under that crop in that village. The average production can be found out from the villagers assembled there and checked with the yard-stick of average production laid down by the Agriculture Department.

7. Having calculated the existing level of production, the next step should be to have a general idea of the possibility of increasing agricultural production during the next four or five years on the basis of the existing conditions and current thinking in the village. This can be done by examining in consultation with the villagers the improved practices that the people think can be adopted during the next four or five years in respect of each crop and the area covered by it. It may perhaps be easier to examine the position crop by crop and calculate the additional production expected under each crop during the next four or five years as shown on page 3 of Annexure I. Alternatively, each improved practice acceptable to the people can be examined in respect of all the crops and the additional production can be calculated under each item as explained on pages 3-4 of Annexure I.

8. In calculating increased production over a period of four or five years, the practices acceptable to the villagers at present should only be taken into account. Increased production should not be calculated on account of improved practices and techniques which are still in the stage of demonstration and which are not yet generally acceptable to the cultivators of that village. Detailed programme of Result and Method demonstrations should be included in respect of such practices. These practices can then be taken into account in subsequent years as and when they become acceptable to them. For example, the usefulness of fertilizers or green-manuring in non-irrigated areas may not be generally acceptable in a particular village and consequently increased production should not be calculated on account of those practices in that village. But if after successful demonstrations, the villagers accept that green-manuring can be practised in the conditions of their village,

increased production on account of this practice should be taken into account when annual village programme are made in subsequent years. In regard to improved seeds, fertilizers and other practices where the coverage depends upon the availability of supplies, the expected availability should be carefully considered while calculating additional production even though the cultivators accept the usefulness of those practices. It is, however, not necessary to limit the calculation of additional production in relation to only those cultivators who agree to adopt improved practices at that time. If any practice is accepted to be useful and feasible a resonable coverage, both by cultivators and area should be worked out for a period of four to five years.

9. The possibilities of full utilization of the existing irrigation potential and creation of new potential should be crefully considered but only such items should be included in the programme as are capable of being implemented by the people themselves or with the help of financial assistance that can be given from the block-budget or other funds likely to be available to the block on the basis of the previous two or three years' experience. Any work which is under construction and which is likely to be completed during the next five years can certainly be taken into account, but works for which financial assistance is not in view should not be included in the programme. Similarly, contour bunding programme which depends upon availability of technical staff and special funds should not be included in the programme. But it should be noted down whether the villagers are prepared to find labour on subsidised or full-rates for contour bunding so that effort could be made to include the village in the programme of contour bunding if and when funds and technical staff become available.

10. The special points to be taken note of while fixing a broad target of agricultural production over a period of four or five years may be summarised as below:--

(*i*) the practices generally acceptable to the people at the time of preparing the programme should only be taken into account and included in the programme;

(*ii*) the expected availability of supplies should be fully kept in view even though the practices may be acceptable to the cultivators and sufficient demand may exist;

(*iii*) in regard to practices which are generally acceptable, a resonable coverage of cultivators and area should be worked out with an idea of preparing more and more cultivators every year to adopt such practices;

(*iv*) in regard to irrigation and other works, which require financial help from the Government, only such works should be included in the programme as can be given assistance from the block-budget or other funds expected to be made available for the block area; and

(*v*) contour bunding programme should not be taken into account in calculating additional production, unless such a programme has already been started or sanctioned for the village.

11. The targets of agricultural production to be broadly determined are not intended to be rigid but should be reviewed and modified from year to year. They are only expected to give a general idea about the possibilities of increasing the production under the existing conditions. It may happen that some techniques introduced and agreed to by the cultivators at present may not make much head-way on account of certain difficulties and some new practices may become acceptable to the people. It would, therefore, be necessary to review and modify these targets every year when the detailed annual programme of the village is prepared.

12. The broad targets so framed will give an idea about the percentage increase possible over the existing level of production during the next four or five years. If the percentage increase does not come up even to 20 per cent in any village, it whould be desirable for the Block Development Officer to discuss the problems of that village with the District Agriculture Officer, who should, if necessary, further discuss the matter with Deputy Director of Agriculture concerned. A list of such villages should also be maintained at the Block Headquarter so that the concerned supervisory officer may be able to take up the problems of those villages at higher level.

13. Having framed broad targets for a period of four to five years, the detailed programme of agricultural production should be prepared for the next Kharif and Rabi Seasons in consultation with the people. But, before starting the preparation of annual programme, the programme of the previous year togerher with the results of the demonstrations held should be fully discussed with a view to find out the practices which have succeeded and appear to be acceptable to the farmers there. The difficulties and views of the average and below the average cultivators should be particularly discussed and the progress made so far should be examined. Having thus reviewed the exsiting production, a detailed programme for the next Kharif and Rabi seasons should be prepared crop-wise as shown on pages 5-6 of Annexure I and item-wise as shown on pages 6-7, of Annexure I, keeping in view the points mentioned in paragraph 10 above. The effort should be to increase the coverage both of cultivators and area in respect of each item of improved practice or technique acceptable to the people with a view to cover all the cultivators and the whole area of the village within two or three years. The programme prepared should be substantial and should not be confined only to the cultivators who show their willingness at that time. Besides the willing cultivators, a reasonable number out of the remaining cultivators should be added for being persuaded and prepared by the Village Level Workers and the local Panchayat/Vikas Mandal. For example, if green manuring was practised by 10 cultivators in 20 acres in the previous year and if the total number of cultivators is 70 with an area of 300 acres, an effort should be made to increase substantially both the number of cultivators and the area during the coming seasons, so that it may be possible to cover all the 70 cultivators with an area of 300 acres within two or three years. It may be considered reasonable to keep a prgramme for 35 cultivators with an area of 100 acres even though the number of willing cultivators may be only 20 with an area of 60 acres. It will be for the Village Level Worker and the local organisation to make an effort to persuade and prepare the remaining 15 cultivators with 40 acres before the next sowing season. This should be the general policy with regard to all other items, keeping in view, of course the position of supplies in respect of such items as depend on supplies from outside the village. If a substantial programme is prepared for every village on this basis, the Village Level Workers will surely be required to devote 70 or even 80 per cent of their time to agricultural programme.

14. A very detailed programme of result and method demostrations should also be chalked out in regard to all items which are not yet acceptable to the farmers or which are still considered of doubtful value. After the programme is included in the annual plan, the details regarding the farmers in whose fields the demonstrations will be held should be prepared by the Village Level Workers in consulation with the local organisation.

15. It should not be necessary to prepare family-wise programmes in any proforma even of those cultivators who are willing to take up or adopt one or more of the improved practices during the next season. Preparation of lists of willing cultivators with the area to be covered by them under each of the agreed item of the programme and an indication of the number of cultivators who will have to be prapared for the programme should be quite enough. A list of some improved

techniques is shown in Annexure II. The Village Level Worker or the local organisation will go on adding names to the list as fresh persons are prepared or get ready to adopt or to try any improved practice. It will, thus be seen that no new proforma or register need be prescribed for preparing detailed annual agriculutural programm in a village. The information regarding the basic data, the broad targets fixed for period of four or five years, and the details of what has to be done during the nex Kharif and Rabi seasons can be noted down on a few sheets of paper. Thre copies of these papers need only be prepared. One copy should be kept in the Block Office, the second with the Village Level Worker, and the third with the local committee which will be incharge of the agricultural programme. The copies supplied to the Village Level Worker and the local committee can be kept in bound registers or the copies may be made in a register to be kept for this purpose. The same register should be used in the succeeding years so that the progress from year to year can be checked and examined easily.

16. Having prepared a detailed programme of agricultural production, the annual programme relating to the other sectors should be prepared after a full discussion and consultation with the people as shown at pages 9-10 of Annexure I. Here also the existing position under each sector should be reviewed and certain items should be selected on the basis of their importance and needs for the Village. Items mentioned in the prescribed minimum programme can be referred to in this connection. Targets should also be laid down where individual families have to be covered as in the case of smokeless chullas and water seal latrines. A programme of demonstrations should also be included in regard to practices which are not yet commonly accepted. The number of items to be selected need not be very large, but an effort should be made to include the following items in every village :—

(1) Youth Organisation —Yuvak Mandal.
(2) Women's Organisation Mahila Mandal.
(3) Training of progressive farmers, village leaders, Sarpanchas and Up-Sarpanchas of the Gram Panchayat, Leaders of Yuvak Mandals and Local Women Workers.
(4) Items suggested in the minimum programme under Animal Husbandry and Veterinary Services.
(5) Periodical cleaning or tidying up of the village.
(6) The part to be played by village school teacher, if any.
(7) Work to be done during the Shramdan and village cleanliness fortnight.

17. Where a Youth Organisation or Mahila Mandal is already established in a village, effort should be made to frame some definite targets or programme for these organisations in accordance with instructions issued in this office memoranda No. 18022/300/XXII/D-II, dated the 1st November 1957 and No 14194/4680/XXII/D-II, dated the 14th August 1958. The targets can be broken up for individual members by the Panchayat or the local organisation which will be in-charge of the implementation of the village programme. A more detailed programme of action should also be framed for trained village leaders and school teachers with their consultation and agreement. Importance should also be laid on periodical cleaning of the village on community basis as this is the only way of keeping the village clean.

18. There is no limit to the programme depending upon the self-help and community effort of the villagers, the only limiting factors being the preparedness and enthusiasm of the village Panchayats, the associate organisations and the people at large. The items depending upon Government loans and grants-in-aid should, of course, be limited to the availability of such funds for the village.

19. The programme prepared for sectors other than agriculture should also be noted down on ordinary sheets of paper and three copies should be prepared for being kept in the block office with the Village Level Worker and the local committee respectively. No printed proforma or registers are necessary.

20. Lastly, the educative and extension aspects of preparing village programmes should be fully kept in view as emphasised in this office Memorandum No. 15530-4533-XXII-D-II, dated 10th August 1959. Before the Block Development Officer or the Extension Officer leaves the village, he should fully impress upon the village panchayat, the associate organisations and the Villagers as a whole, the fundamental aspects of community development programme and the necessity of the local organisations taking up the responsibility of preparing and implementing the village programme. The importance of self-help programmes should also be properly emphasised. The panchayat or the local organisation should be made to realise that the development of their village and the success of the programme will ultimately depend upon the extent to which it can take interest and follow up the programme in details. A quarterly break-up of the programme and a quarterly review of the progress should also be advised.

21. A detailed programme of village Jharkheda in Sehore Block of Sehore District in Bhopal Division prepared on the lines indicated in the foregoing paragraphs is appended on Annexure I for the guidance of the block-staff. A list of improved practices and techniques, as shown in Annexure II, though not exhaustive, will also be found useful and helpful while preparing detailed agricultural programmes.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 13299-6319-XXII-D-II, *dated Bhopal, the 26th October* 1959—*Kartika* 4, 1881.

Copy forwarded to -

1. Commissioners (All),
2. Block Development Officer (All),

or information and necessary action.

P. S. BAPNA,
Development Commissioner.

ANNEXURE 1

DETAILED ANNUAL PLAN OF VILLAGE JHARKHERA IN SEHORE BLOCK IN SEHORE DISTRICT OF BHOPAL DIVISION PREPARED ON 21st AND 22nd SEPTEMBER 1959.

A.—MINIMUM BASIC DATA

I.

1 Total area of the village .. .. 3671 Acres.

2 Total area in holdings .. .. 2392 Acres.

3 Total area under cultivation .. .. 1686.71 Acres.

(i) Irrigated .. .. 210.71 acres

(ii) Unirrigated .. .. .. 1476.00 acres.

(iii) Double cropped .. .. .. 78.00 acres.

4 (a) Current fallow .. .. 682.00 acres.

(b) Culturable waste .. .. .. 413.00 acres.

5 Average Rainfall .. .. 50"

6 Type of soil (generally) .. .. .. Black cotton

7 Total number of cultivating families 57

II.

Serial No.	Name of crop	Kharif area in acres			Rabi area in acres		Total area in acres
		Irrigated	Unirrigated	Total	Irrigated	Unirrigated	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Jowar	..	526	526	..	..	..
2	Paddy	..	57	57	..	..	..
3	Cotton	..	198	198	..	..	..
4	Maize	..	54	54	..	..	..
5	Wheat	..	..	..	150	499	649
6	Gram	..	..	..	23	152	175
7	Miscellaneous (Tewara, Batla, Masor)	..	..	..	..	51	51
8	Sugarcane	26	..	26	..	..	..
9	Vegetables	..	4	4	4	4	8
10	Groves and Gardens	11	..	11	..	..	..
11	Miscellaneous	..	21	21	..	30	30
	Total	37	860	897	177	736	913

III. SOURCE OF IRRIGATION—

A Wells—

(a) Total Wells 23

(b) Number of wells used for irrigation 19

(c) Number of wells not in use but can be repaired and used. 3

(d) Number of wells unfit for use 1

B Tanks .. .. Nil.

C Canal Irrigation .. .. Nil.

D Pumping set on a nala 1

E Number of pumping sets 4

F Number of persian wheels .. .. Nil.

Any other source of irrigation .. .. Nil.

IV.—MAIN AGRICULTURAL PRACTICES FOLLOWED—

(A) Crop rotation—

2 years rotation for unirrigated land—Jowar - Fallow - Wheat - Jowar.

Two years rotation for irrigated area—

(1) Green manuring followed by wheat every year.
(2) Jowar for chari, Peas or Gram, Cotton, Fallow—Jowar.
(3) Paddy, Wheat, Sunhemp, Wheat-Paddy.

Three years rotation—

Sunhemp-Sugarcane-Ratoon-Sunhemp-Wheat.

Four years rotation—

Sugarcane-Ratoon-Urd or Sunhemp-Wheat.

(B) Manuring Practice—

(*a*) F.Y.M. or composing	Not properly done.
(*b*) Green-manuring	Sunhemp is grown in 13.55 acres. Only for Green-manuring.
(*c*) Fertilizers	10 bags Am. Sulphate was used in previous year.
(*d*) Improved seed	Wheat C591 was sown in 150 acres (Irrigated).
(*e*) Green fodder for cattle	Not in use.

V. IMPLEMENTS—

No improved implements are used.

VI. FIELD OR CONTOUR BUNDING—

No bunding is done.

VII. LINE SOWING—

This is done.

Local Village Organisation—

There is a village co-operative, a Panchayat, a Vikas Mandal and also a Youth Club in this village but all are inactive.

B—EXISTING LEVEL OF PRODUCTION

(Foodgrains)

Name of the crop	Average yield in mds. per acre	Area in acres	Production in Mds.
(1)	(2)	(3)	(4)
Jowar	4	526	2,104
Paddy	7	57	399
Maize	5	54	270
Wheat (Irrigated)	10	150	1,500
Wheat (Unirrigated)	5	449	2,245
Gram (Irrigated)	7	23	161
Gram (Unirrigated)	4	152	608
Others	6	51	306
Vegetables	12	8	96
Cash Crops—			
Cotton	1½	198	287
Sugarcane	400	26	10,400

C.—LIST OF IMPROVED AGRICULTURAL PRACTICES AND TECHNIQUES ACCEPTED AT PRESENT

1. Improved seed of wheat C591 in irrigated area.
2. Fertilizer in Irrigated area.
3. Green-manure in irrigated area.
4. Composting.
5. Hot-weather bakharing.
6. Contour bunding.

D.—BROAD TARGETS OF ADDITIONAL PRODUCTION DURING THE NEXT 4 TO 5 YEARS

I. Cropwise :

Serial No.	Name of the Crop	Programme	Estimated additional production
(1)	(2)	(3)	(4)
1	Wheat	(a) Replenishment of seed C.591 in irrigated area and introduction of rust-resistant variety of wheat e. g. Hybrid—65.	
		(b) Use of fertilizers in 100 acres irrigated.	400 mds. @4 mds. per acre.
		(c) Green-manuring 150 acres.. ..	300 mds. @ 2mds. per acre.
		(d) Additional Irrigation in 65 acres...	390 mds. @6 mds. per acre.
		(i) 10 acres by existing pump on the Nala. (ii) 10 acres by cleaning and renovating 4 wells. (iii) 15 acres by repair of 4 old wells. (iv) 30 acres by installation of 2 new pumps.	
2	Paddy	(a) Use of fertilizers in 50 acres ..	200 mds. @ 4 mds. per acre.
		(b) Field bunding in 15 acres ..	30 mds. @ 2 mds. per acre.
3	Double Cropping area ..	(a) By taking double crops in irrigated area 100 acres.	400 mds. @ 4 mds. per acre.
		(b) By use of green-manuring in 150 acres.	300 mds. @2 mds. per acre.
		Additional production of food-grains ..	2020 mds. *i.e.*, about 25 per cent increase over the existing level of production.
4	Cotton	(a) Use of improved seed in 198 acres ..	99 mds. @ 1/2 md. per acre.
5	Sugarcane	(a) Use of improved seed co. 419/co. 42 in 26 acres.	1950 mds. @ 75 mds per acre.
6	Demonstration of improved irrigation techniques.		
7	Plant Protection measures according to necessity.		

II. Itemwise :

1	Irrigation	65 acres	390 mds. @ 6 mds. per acre.
		(i) 10 acres by existing pump on the Nala. (ii) 10 acres by cleaning and renovating 4 wells. (iii) 15 acres by repair of 4 old wells. (iv) 30 acres by installation of 2 new pumps.	

(1)	(2)	(3)	(4)
2	Fertilizers—		
	(*a*) Wheat	100 acres	400 mds. @ 4 mds. per acre.
	(*b*) Paddy	50 acres	200 mds. @ 4 mds. per acre.
3	Green-manuring ..	300 acres	600 mds. @ 2 mds. per acre.
4	Double Cropping ..	100 acres	400 mds. @ 4 mds. per acre.
5	Improved seed—		
	Wheat	Replenishment of C.591 in 150 acres, and introduction of rust-resistant veriety of wheat *e.g.* Hybrid –65.	..
6	Land Improvement ..	Bunding of Paddy field in 15 acres ..	30 mds. @ 2 mds. per acre.
		Total additional production of food-grains ..	2020 mds. *i.e.*, about 25 per cent increase over present level of production.

Non-food Crops—

7	Fertilizer—		
	(*a*) Sugarcane ..	25 acres.	
8	Improved seed—		
	(*i*) Cotton	198 acres.	99 mds. @ 1/2 md. per acre.
	(*ii*) Sugarcane ..	26 acres co.419 and co.42	1950 mds. @ 75 mds. per acre.

E.—PROGRAMME FOR AGRICULTURAL PRODUCTION FOR THE NEXT RABI AND KHARIF SEASONS

I.—Cropwise

(1) *Rabi*, 1959.

Serial No.	Crop	Programme	No. of cultivators willing to adopt programme: Number	Area	No. of cultivators who should be prepared to implement the programme: Number	Area	Total No. of cultivators: Number	Area	Estimated additional production mds.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Wheat ..	.. (*a*) Replenishment of Wheat C591.	2	2	3	3	5	5	5	
		(*b*) Fertilizers	5	20	10	30	15	50	200	
		(*c*) Irrigation from existing sources (Through pump on the Nala by Meer Sahib.)	1	10	..	..	1	10	60	
		(*d*) Deepening of well .. one Repair of well .. one Installation of pumping set. one	B. D O. will help if possible in obtaining taccavi loans.							
		(*e*) Seed treatment—								
		Wheat seed with Agroson 12(On experimental basis).	12	..	–	–	–	–	–	..
2	Green fodder ..	Growing of Berseem Grass	4	1	1	(On experimental basis)				

(2) *Kharif*, 1960.

Serial No.	Crop	Programme	Number	Area	Number	Area	Number	Area	Estimated additional production mds.	Remarks
	(*i*) Maize ..	(*a*) Improved seed	10	5		(On experimental basis)				
		(*b*) Fertilizer .. – ..	5	2		Do.				
	(*ii*) Paddy ..	(*a*) Gatta making or field bunding	2	1	4	2	6	3	5	
		(*b*) Fertilizer .. .. –	4	4	6	6	10	10	40	

	(iii) Sanhemp for green-manuring.	..	5	50	20	100	25	150	300
	(iv) Jowar ...	(a) Seed treatment	10	100	40	400	50	500	..
		(b) Spacing	5 Ac.	(On experimental basis)					
	(v) Double cropping.	.. ..	10	10	..	..	10	10	40
	(vi) Compost making by standard method.	.. ..	2	..	..	..	—	8	..
	(vii) Sugarcane	(a) Improved seed	2	2	6	6	8	8	..
		(b) Fertilizer	5	5	5	5	10	10	..
	(viii) Cotton ..	(a) Improved seed by dibbling method.	2	1	8	4	10	5	..
	(ix) Fruit and vegetables.	.. ..	25	20	(50 fruit plants—B. D. O. will supply).				
	(x) Planting of Ipomea cuttings.	.. ..	3	3	(On experimental basis).				
	(xi) Green Grass—G-73.	.. ..	..	..	..	..	4	4	..
	(xii) Plant Protection measures.	.. ..	According to necessity.						
								Total ..	650

NOTE.—A list of cultivators shown in Col. No. 4 should be prepared.

II.—Itemwise

1	Improved seed ..	(a) Replenishment of C 591 ..	5	5	..	..	5	5	5
		(b) Sugarcane co. 419, co. 42 ..	8	8	..	..	8	8	..
		(c) Cotton by dibbling ..	10	5	..	..	10	5	..
		(d) Maize	10	5	..	..	10	5	..

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
2	Fertilizer ..	(a) Wheat	5	20	10	30	15	50	200	
		(b) Sugarcane	5	5	5	5	10	10	..	
		(c) Paddy	4	4	6	6	10	10	40	
		(d) Maize	5	2	..	..	5	2	..	
3	Irrigation ..	(a) Repair of old wells.. ..	1	..	..	..	..	..	..	
		(b) Installation of pumping set..	1	..	..	..	..	..	..	
		(c) Increase in irrigation from existing source. (By Meer Sahib).	1	10	..	..	..	..	60	
		(d) Double cropping	10	10	..	..	10	10	40	
4	Manure ..	(a) Composting (Standard method).	2	..	..	..	8	..	..	
		(b) Green-manuring	5	50	20	100	25	150	300	
		(c) Ipomea cutting	3	3	(On experimental basis).					
5	Vegetables and fruits.		25	20	..	..	25	20	(50 fruit plants to be supplied by B.D.O.).	
6	Green fodder ..	Growing of Berseem grass ..	4	1	..	..	4	1	(On experimental basis).	
7	Seed treatment ..	(a) Wheat seed with Agroson ..	12	12	..	..	12	12	..	
		(b) Jowar with Sulphur ..	10	100	40	400	50	500	..	
8	Field bunding or Gatta making in Paddy.		2	1	4	2	6	3	5	
								Total ..	650	

9 Demonstration of improved practices to be given during 1959-60—

Items	*Number of cultivators who will demonstrate*
1. Seed treatment of wheat with Agroson	1
2. Spacing of plants by dibbling in Jowar	3
3. Fertilizer application in non-irrigated wheat	3
4. Green-manuring by Sunhemp in non-irrigated wheat fields ..	3
5. A combined demonstration of various improved practices, such as fertilizer, green-manure, improved seed, and seed treatment in wheat.	2

F.—PROGRAMME UNDER SECTORS OTHER THAN AGRICULTURE FOR THE YEAR 1959-60

A. *Veterinary and Animal Husbandry*—

(1) Castration of scrub bulls as the village is served by Artificial Insemination Centre nearby.

(2) Demonstration of chaff-cutter.

(3) One cultivator to demonstrate silage making.

B. *Education*—

(1) Number of girls attending the school to be increased by eight.

(2) The Panchayat will make detailed proposals regarding improvement and extension of school building.

C. *Social Education*—

1. (*a*) One Mahila Mandal to be organised by the Panchayat, and
(*b*) effort to be made to prepare a local woman-worker.

2. *Yuvak Mandal*—

(*a*) Membership to be increased from 15 to 30.
(*b*) Monthly programme of community work to be organised.
(*c*) At least 10 members will take individual items for demonstration.
(*d*) Panchayat will arrange badges for members.
(*e*) To help in fortnightly cleaning up programme of the village.

3. There are two trained village leaders. They have agreed to take up the following items:—

(1) (*a*) To demonstrate silage making.
(*b*) To improve his cattle-shed.
(*c*) To prepare three new cultivators for green-manure.
(*d*) To prepare three new cultivators for fertilizers.

(2) (*a*) To demonstrate compost making.
(*b*) To demonstrate use of smokeless chulhas.
(*c*) To prepare three cultivators for green manure.
(*d*) To prepare three cultivators for fertilizer.

4. Two more Gram Sahayaks to be trained.

D. *Co-operation*

(1) Production plans will be prepared of at least 10 members of the Co-operative Society.

(2) The share capital will be doubled.

(3) All members withholding of more than 10 acres will become members.

E *Health*—

1. Shri Ganpat Singh agreed to construct one sanitary latrine.

2 Two persons will make smokeless chulhas.

3. The Panchayat will prepare detailed proposals regarding pavement of streets.

4. The panchayat will organise a programme of fortnightly cleaning of the village on community basis.

F. *Communication*—

1. Proposal will be prepared for construction of approach road with causeway and diversions of nalas.

G. *Panchayat*—

1. A sub-committee of the panchayat will be formed to look after the Development Programme of the village.

H. *School Teachers*—

There are three school teachers. They agreed to take up the following items:—

1. *Headmaster*—

(*a*) The school boys will be persuaded to grow flowers and plant at least 5 fruit trees.

(*b*) Five boys will be prepared for planting fruit trees in their homes.

(*c*) To persuade school children to help in fortnightly cleaning up of the village.

1st Teacher—

(*a*) To persuade at least 3 families for kitchen garden.

(*b*) To persuade at least 4 boys for flowerbeds in their homes.

2nd Teacher—

(*a*) To see that 10 members of the Yuvak Mandal will take up some demonstration items individually.

(*b*) To see that there is a regular programme of games in the evening for members of Yuvak Mandal.

I. Main items to be taken up during the Shramdan fortnight on community basis—

(1) Collection of bolders for pavement of lanes.

(2) Manual labour will be done in digging the foundation of the school building.

(3) Will give help in the repair of approach road and diversion of nala and repair of irragation barrage.

(4) General cleaning of the village and filling of pits in the lanes.

(5) Weed eradication day will be observed in which pernicious weeds will be pulled out on a mass scale from the fields

ANNEXURE II

LIST OF IMPROVED TECHNIQUES

I. *Land Development*—

1. Paddy bunds, field embankements in rabi areas and contour bundings.
2. Better preparation of land by summer ploughing and bakhering two or three times.
3. Eradication of pernicious weeds.
4. Levelling of fields.

II. *Seed and sowing*—

1. Improved Seed.
2. Seed treatment.
3. Timely sowing.
4. Proper spacing and line sowing.

III. *Improved cultural practices*—

1. Dibbling method of sowing in Wheat, Jowar and Cotton.
2. Reduction in seed rate.
3. Japanese method of paddy culti vation.
4. Improved ' Biasi' system.
5. Use of improved implements.

IV. *Manuring*—

1. Manuring with compost.
2. Green-manuring with sanhemp, Dhaincha, Moong and Urad, Gwar, Cowpeas, Ipomea Carnea, Glyricidia, Green leaves.
3. Fertilisers in irrigated and non-irrigated areas.

V. *Irrigation*—

1. Increasing irrigation by existing sources or through new source.
2. Full utilisation of existing irrigation potential.
3. Water lift appliances like pumps, persian wheels.
4. Improved techinque of applying irrigation to reduce water requirements

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 2773-1022-*XXII-D-II, dated Bhopal, the 8th March* 1960 –*Phalguna* 18,1881.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Preparation of detailed village programmes.*

It has been noticed that inspite of repeated instructions to give highest priority to the work of Agricultural Production and Community Organisation, the Block Development Officers are only paying lip-sympathy to this task of higest importance. They still keep themselves engaged in routine and constructional type of activities. Detailed instructions have been issued in this Department memo. No. 13298-6319-XXII-D-II, dated the 26th October 1959, wherein it has been laid down that the Block Development Officer and Agriculture Extension Officer each should prepare programmes of four to five villages every month . It has, however, been observed during the tours to various blocks that the Block Development officers have not properly appreciated the urgency and the importance of this work and are not evincing keen interest therein as expected. There is still a tendency to throw this work on Village Level Workers and other Block Level Extension Officers.

2 You are, therefore, requested to invite the attention of the Block Development Officers again to this matter and inform them that those who will be found to have neglected this work will have to be reverted as unfit for the work of Block Development Officers. This aspect of Block work should also be examined in detail during the quarterly meetings at the district headquarter.

B. V. VORA,
for *Development Commissioner,*
Madhya Pradesh

No. 2774-1022-*XXII-D-II, dated Bhopal, the 8th March* 1960—*Phalguna* 18, 1881.

Copy forwarded to—

1. The Commissioners of Divisions (All),
2. The Block Development Officers (All),

for information and necessary action.

B. V. VOARA,
Deputy Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PRADESH

No. 2828-1022-*XXII-D-II, dated Bhopal the 9th March* 1960—*Phalguna* 19, 1881

To

ALL COLLECTORS,
MADHYA PRADESH.

By this Department memo. No. 13298-6319-XXII-D-II, dated the 26th October 1960, the Block Development Officers and Agriculture Extension Officers have been asked to prepare detailed village programmes at the rate of eight to ten per month. It was, however, pointed out in paragraph 15 of memo. No. 15530-4577-XXII-D-II, dated the 10th August 1959, that the existing system of preparing annual village targets, particularly in the field of Agricultural Production should continue so that the annual block programmes and the seasonal agricultural programmes may not be delayed. It has been observed however, that in many blocks the village level workers have stopped preparing the usual annual programmes on the basis of which the annual block programmes were framed and the supplies necessary were 'calculated. This has upset the block-programmes and has caused confusion.

2. It is, therefore, again emphasised that the Village Level Workers should continue to prepare annual village programmes by breaking up the targets given to them for their circles, patricularly in items where supplies have to be made or Government grant-in-aid or Taccavi has to be given. For such items the Village Level Workers will have to limit the total programme of his circle to the targets given to him. But there is no limit for the items which depend on local supplies or local effort and initiative. the Village Level Workers should, therefore, continne to make the annual village programmes in time so that the block-programme for any particular year may be ready by the end of previous month. The Village Level Workers should try in fact, to have as big an agricultural programme as possible.

3. The preparation of detailed village programmes envisaged in this office memoranda No. 15530-4577-XXII-D-II, dated 10th August, 1959 and No. 13298-6319-XXII-D-II, dated 26th October 1959, is also intended to be an educational process in the under task of Community Organisation. It has, therefore, been entrusted to only Block Development Officers and Agricultural Extension Officers for the present. It will be a comparatively slow but a continuous process. Once a detailed programme of any village has been so prepared, the Village Level Workers will get a base for preparing his usual annual programme in the village in the following year. The programme prepared by the Village Level Worker can again be checked and revised when it is taken up in the second round by the Block Development Officer or Agricultural Extension Officers and so on.

4. It is hoped that there will be no further difficulty. If there is still any confusion the B. D. O. should immediately refer his doubts to the Collectors who can write for clarification to this office, if necessary.

B. V. VORA,
for *Development Commissioner,*
Madhya Pradesh.

No. 2829-1022-*XXII-D-II, dated Bhopal, the 9th March* 1960—*Phalguna* 19, 1881

Copy forwarded to—

1. Commissioners (All),
2. Block Development Officers (All),

for information and necessary action.

B. V. VORA,
Deputy Development Commissioner,
Madhya Pradesh.

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PRADESH

No. 3450-1249-*XXII-D-II, dated Bhopal, the 25th March,* 1960—*Chaitra* 5, 1882.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Preparation of detailed village Programme.*

Attention of all Block Development Officers is drawn to paragraphs 16 and 17 of this office circular letter No.13298-6319-XXII-D-II, dated the 28th October 1959, in which certain items under non-agricultural subjects have been listed for inclusion in the detailed programme of every village. In this connection it is mentioned that the following items should also be discussed with the cultivators to be included in the village programme, if they agree:—

(1) Sanitary drinking water supply—if there is no sanitary well in the village or if the existing supply is not adequate. This is a high priority item and funds should be asked for if the villagers are agreeable to contribute their share.

(2) Plantation of fuel trees (Refer this office circular letter No. 14783-2748-XXII-D-II, dated the 25th July 1957.

(3) Improved types of grass requiring no irrigation (Refer this office letter No. 1641-965-XXII-D-II, dated the 31st January 1959).

(4) Regulated grazing of village cattle (Refer this office circular letter No. 2093-999-XXII-D-II, dated the 31st January 1959.)

2. In the agricultural group of subject, the question of the formation of a village (Service) Co-operative Society should be discussed if there is no Co-operative Society in the village and if one can be started according to the targets fixed for the block, This should be considered an important item and should be given quite a high priority. If there is already a Co-operative Society, the question of strengthening the Society particularly in the following directions should be discussed and a suitable programme should be initiated:—

(*a*) increasing the share capital,

(*b*) increasing the membership subject to the overall targets fixed for the block for that year;

(*c*) marketing of the agricultural produce of the members of the Co-operative Society through the marketing society to wich the village society may be affiliated. If the village society is not affiliated to any marketing society, the question of its affiliation to the marketing society of the block should be discussed subject to the targets fixed for the block in this direction for that year.

B. V. VORA

Deputy ***Development Commissioner,***
Madhya Pradesh.

No. 3451-1249-*XXII-D-II, dated Bhopal the 25th March* 1960—*Chaitra* 5, 1882.

Copy forwarded to—

1. All Commissioners, Madhya Pradesh, for information.
2. All Block Development Officers, Madhya Pradesh, for compliance.

B. V. VORA,
Dy. Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 4142-1546-*XXII-D-II, dated Bhopal, the* 15*th April* 1960—*Chaitra* 26, 1882.

To

ALL COLLECTORS,

MADHYA PRADESH.

SUBJECT.—*Preparation of Detailed Village Programme—Orientation of new B. D. Os.*

Instructions have already been issued regarding the necessity and importance of preparing detailed Village Programme. During the regional conferences, the Block Development Officers have been taken to villages and shown, how to prepare a village programme. The Block Development Officers should similarly take the Agriculture Extension Officers with them in two or three villages and train them to prepare village programme. The newly appointed B. D. Os. and A. E. Os., however, find it difficult to understand the method as well as implications of this programme and it is felt that they need some training and experience in the work before they could start making village programmes. The newly appointed Block Development Officers and the Agricultural Extension Officers can be associated with experienced Block Development Officers of the adjacent blocks in preparing the programme of two or three villages before they take up the work independently. It is, therefore, suggested that short programme of training of the newly appointed Block Development Officers and the Agricultural Extension officers should be arranged by the Collectors soon after their appointment . It is requested that suitable action in the matter may kindly be taken from time to time.

B. V. VORA,
Deputy Development Commissioner,
Madhya Pradesh.

No. 4143-1546-*XXII-D-II, dated Bhopal, the* 15*th April* 1960—*Chaitra* 26, 1882.

Copy forwarded to—

1. The Commissioners of Divisions (All).
2. The Block Development Officers (All).

for information.

B. V. VORA,
Deputy Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PRADESH

No. 4960-1760-*XXII-DII, dated Bhopal, the 6th May* 1960—*Vaisakha* 16, 1882.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT—*Preparation of Detailed Village Programme.*

Your attention is invited to para 7 of this office memo No. 13298-6319-XXII-D-II, dated the 26th October 1959, on the above subject under which it has been laid down that while preparing the detailed village programmes, efforts should be made to find out the possibilities of increasing agricultural production in that village during the next 3 and 4 years. In view of the fact that the Third Five Year Plan is under preparation now, it would be desirable to have this period uniform in all villages. All Block Development Officers and Agriculture Extension Officers should while preparing the detailed village programme, try to calculate the possibilities of additional production by the end of Third Five-Year Plan that is March, 1966. This would, in this way also help us in getting rough idea of the potentialities of agriculture production in village during the Third Five Year Plan. This will of course be a rough idea, liable to modification, from year to year.

2. Under paragraph 14 of this department memo No. 15530-4577-XXII-D-II, dated the 10th August 1959, the Block Development Officers and the Agriculture Extension Officers have been asked to cover 4 to 5 villages each every month on an average. Since this process of preparing the programmes is to continue throughout the year and since during the rainy season several villages become inaccessible, the Block Development Officers should make an effort to cover such inaccessible to villages during the dry season and take up villages which are easily accessible during the months August-September.

B. V. VORA,
Deputy Development Commissioner,
Madhya Prades

No. 4961-1760-*XXII-D-II, dated Bhopal, the 6th May* 1960—*Vaisakha* 16, 1882.

Copy forwarded to—

1. All Commissioners of Divisions, Madhya Pradesh.
2. All Block Development Officers, Madhya Pradesh.

B. V. VORA,
Deputy Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 4559-1797-*XXII-D-II, dated Bhopal, the* 6th *May* 1960—*Vaisakha* 16, 1882.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Preparation of detailed village programme.*

In para 13 of this Department memo. No. 13298-6319-XXII-D-II, dated the 26th October 1959, in line 11 the word "and" may be substituted by "or", with the result that the detailed agricultural programme of the village for one year will be prepared *either* crop-wise as shown on pages 5-6 of annexure *I or* item-wise as shown on pages 6-7 of annexure I. It is not necessary to prepare the village programme with item-wise and crop-wise.

2. The Block Development Officers should explain this clearly to all Block Level Extension Officers.

B. V. VORA
Deputy Development Commissioner,
Madhya Pradesh.

No. 4559-1797-*XXII-D-II, dated Bhopal, the* 6th *May* 1960—*Vaisakha* 16, 1882.

Copy forwarded to the—

(1) Divisional Commissioners (All), Madhya Pradesh,

(2) Block Development Officers (All), Madhya Pradesh,

for information.

B. V. VORA,
Deputy Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 5146-1936-*XXII-D-II, dated Bhopal, the* 12*th May* 1960—*Vaisakha* 22, 1882.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Preparation of detailed village programme their follow up by Extension Officers.*

In paragraph 19 of this Department Memo No. 15530-4577-XXII-D-II, dated the 10th August 1959, it has been laid down that each Extension Officer should during his tours examine in association with the village people and their organisation how the implementation of the programme is going ahead. The work of follow-up it may be emphasised, is as important or rather even more important than the preparation of detailed village programmes. Constant and continuous follow-up by Extension Officers is possible only if their monthly tours are well planned and arranged in advance in consultation with each officer.

2. In order that the tours of the Block Level Extension Officers are well-planned, the following directions are issued:—

(1) Each Extension Offier will have pre-planned tour programme for at least 8 days in a month.

(2) The monthly tour programme of each Extension Officer should be prepared in consultation with each officer and Block Development Officer and made known to the Village Level Workers in the previous month. It would be desirable to prepare this programme at the time of the monthly block-meeting when Village Level Workers are also present.

(3) Extension Officers and Block Development Officers should not go out on tour together as far as possible. Each one should be able to cover different areas.

(4) Each one should cover a different Village Level Workers Circle each month at least during the 8 days of his planned tour.

(5) The tour programmes should be so prepared that at least 40 to 50 villages are covered every month by Extension Officers.

3. The instructions laid down in paragraph 2 above will not apply to Medical Officers, Health Visitors and Midwives, but will apply to all other Block Level Extension Officers including Sanitary Inspectors.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 5147-1936-*XXII-D-II, dated Bhopal, the* 12*th May* 1960—*Vaisakha* 22, 1882.

Copy forwarded to—

1. All Commissioners of Divisions, Madhya Pradesh.
2. All Block Development Officers, Madhya Pradesh.

P. S. BAPNA,
Development Commissioner

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 6617-2380-*XXII-D-II*, *dated Bhopal, the* 20*th June* 1960—*Jyaistha* 30, 1882.

To

All COLLECTORS,
Madhya Pradesh.

Subject.—*Preparation of detailed Annual Village Programme.*

It has been observed that while preparing detailed annual village programmes in development blocks all the salient and important items as pointed out in the memos noted below are not discussed with the villagers. It is, therefore, again emphasised that the following items should invariably be discussed and brought to the notice of the villagers.—

Memo No. 15530-4577-XXII-D-II, dated 10-8-59.
Memo No. 13298-6319-XXII-D-II, dated 26-10-59.

A.—Agricultural Production

(1) Full utilisation of the existing irrigation potential in the village.

(2) Use of fertilisers, particularly in irrigated areas.

(3) Multiplication and use of improved seeds through village agency—Co-operative or Panchayat.

(4) Soil Conservation, contour bunding or field ridging through manual labour.

(5) Use of green manure.

(6) Multiplication of green manure seeds, so as to achieve self-sufficiency in the village.

(7) One or two items of improved techniquies or practices, particularly suited to the local conditions.

(8) Extension of fruit and vegetable cultivation.

B.—Other Items

(1) Youth organisations.

(2) Mahila Mandals.

(3) Entrusting definite targets to persons trained, at the functional Village Leaders Training Camps, village teachers and enthusistic Panchas and other young men in the village.

(4) Plantation of fuel trees.

(5) Improved types of non-irrigated grasses.

(6) Regulated grazing of village cattle.

2. It is true that only those items, which are acceptable to the villagers, will find a place in the village programme, but an effort should be made to include all these items so for as possible.

H. N. BANERJEE,
For Development Commissioner,
Madhya Pradesh.

No. 6618-2380-*XXII-D-II, dated Bhopal, the* 20*th June* 1960—*Jyaistha* 30, 1882.

Copy forwarded to—

(1) All Commissioners of Divisions, Madhya Pradesh,

(2) All Block Development Officers, Madhya Pradesh,

for information and necessary action.

H. N. Banerjee,
For Deputy Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 6619-2380-*XXII-D-II, dated Bhopal, the* 20*th June* 1960—*Jyaistha* 30, 1882.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Preparation of detailed Annual Village Programme.*

The tneed for regular and intensive follow up of village programmes in a planned and me hodical way by all Block Level Extension Officers has been emphasised in this office memo No. 15530/4577/XXII/D-II, dated 10-8-59. The main thing is to educate and persuade the village panchayats or the village bodies in charge of the implementation of the programme and to see that they take continued interest in preparing the people. This can be possible only if the Panchayats or village bodies have a weekly or fortnightly meeting, in which villagers are invited and the task of preparing individual cultivators for agricultural programme and the villagers as a whole for community programmes is pursued. The Extension Officers should particularly examine this point during their tours and persuade the Panchayats or village bodies to have periodical meeting for this purpose.

P. S. BAPNA,
for Development Commissioner,
Madhya Pradesh.

No. 6620-2380-*XXII-D-II, dated Bhopcl, the* 20*th June* 1960—*Jyaistha* 30, 1882.

Copy forwarded to—

(1) All Commissioners of Divisions, Madhya Pradesh,

(2) All Block Development Officers, Madhya Pradesh,

for information and necessary action.

H. N. BANERJEE,
for Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER

MADHYA PRADESH

No. 9228-3233-*XXII-D-II, dated Bhopal, the* 31*st August* 1960—*Bhadra* 9, 1882.

To

ALL COLLECTORS,

MADHYA PRADESH.

SUBJECT.—*Preparation of the Annual Block Plain*

Elaborate instructions have already been issued regarding the prepartion and follow up of detailed annual village plans and regarding the importance of keeping in view the educative aspect of preparing and following up such programmes. The block staff is expected to prepare detailed plans of 8 to 10 villages and follow up the plans of about 50 villages on an average every month. Even though it would be a continuous affair, it may not be possible to prepare detailed annual plans of all the villages in a block in the first two or three years until the village Panchayats or the other local organisations are sufficiently trained and start taking initiative in this work. It is, however, necessary that all villages should be covered with essential programmes particularly in the field of agricultural production when the annual plan of a block is prepared. Instructions have been issued in this office memo No. 3976/2057/XXII/D-II, dated the 10th April 1958, that it is imperative to prepare a working plan of a block for the ensuing year by the 31st March of the previous year. This task will become fairly simple once the detailed programme of all the villages have been prepared and the system of preparing detailed annual village plans has sufficiently gone ahead.

2. The following procedure is laid down for the preparation of the annual working plan for a block:—

(*i*) The annual programme to be prepared should be divided into two categories.—

(*a*) The programme which depends upon the financial assistance and supplies made available from Government sources.

(*b*) The programme which depends upon the individual or community effort and upon the loans, particularly medium and long term ones expected by village cooperatives through the cooperative organisation.

(*ii*) In regard to item (*a*) the Block Development Officer should, by the end of December, frame approximate estimates, in consultation with the Collector and District Officers of the various Development Departments, of the availability of financial resources under various heads and the position of supplies and services for the following year. By the end of December the Annual Plan of the State for the following year is generally finalised and indications about the availability of outlay for block plan from the block budget and the departmental budgets could be given with a fair measure of certainty. The position of supply of seeds, fertilisers etc., is also fairly clear by that time. The matter should then be discussed in the monthly meeting of Extension

Officers and Village Level Workers in January and an idea of the availability of grants and loans for different items as well as supplies of seeds, fertilisers etc., for the following year should be given to each Village Level Worker for his circle. He should also be told that the programme which depends on financial assistance and supplies and services from the Government should ordinarily be kept within the indications given to him. The programme under item (*b*) will depend upon the preparedness and enthusiasm of the villagers individually and collectively in each village. An outline of the Third Five Year Plan prepared for the block should also be kept in view while giving broad indications to the Village Level Workers under both categories.

(*iii*) The Village Level Workers should, then, hold meetings of the villagers in every village of their circle in the months of January and February and should prepare a broad village programme for the following year with the help of the village Panchayat or Vikas Mandals under the two categories indicated above. There should be no difficulty in preparing such a programme. When the detailed annual plan of the village has already been prepared, the plan so prepared can be adopted with necessary modifications.

(*iv*) The Village Level Workers should consolidate the village programmes so framed and send the programme of his circle to the Block Development Officer by the end of February. These programme should, then, be discussed in the monthly meeting of Extension Officers and Village Level Workers in March and a block programme should be prepared after making necessary changes and modifications and keeping in view the broad features of the Third Five Year Plan prepared for the block. Any further changes in the position of financial assistance and supplies should also be taken into consideration at this stage, because by March the Block Development Officer will be able to know the final position of the Annual Plan of the State for the following year. Any changes deemed necessary by later developments can always be carried out by the authorities concerned and communicated to the villages through the Village Level Worker.

(*v*) The block programme with a break up into Village Level Workers circle should be submitted to the Block Development Committee by the Third week of March and the programme as may be finalised by the Block Development Committee should be sent to the Collector for approval by the end of March. Simultaniously the Village Level Workers should also be informed of the final programme for their circles as approved by the Block Development Committee.

(*vi*) The Village Level Workers should then communicate the final programme of each village to the villlage Panchayat or Vikas Mandal by the 15th of April. The village Panchayat or Vikas Mandal should then call a meeting of the Goan Sabha or the Villagers to explain the final programme.

(*vii*) The Village Panchayat or Vikas Mandal should be made responsible for the implementation of the programme, although different individuals like trained village leaders, teachers or other enthusiastic persons and other village organisations like Youth Clubs and Mahila Mandals could further be made responsible for specific item of the programme.

(*viii*) With attempting to draw any individual family plans, it will be necessary to break up the agricultural production plans individual-wise because

agricultural plans have largely to be carried out by individuals in their holdings. This should be done by the end of the May in case of items relating to Kharif Crops and by the end of August in regard to items pertaining to Rabi Crops.

(*ix*) The programmes so prepared should also be followed by Block Level Extension Officers in the same way as they are required to follow the detailed annual village plans.

4. After finalising the Annual Plan of the block, the Block Development Officer should prepare a financial statement in two parts A—Receipts, and B—Expenditure.

5. The statement of receipts will be provided into the following sub-heads:—

(*a*) Outlay available from the block budget.

(*b*) Allotments expected from the departmental budgets.

(*c*) Allotments expected for the developmental programme from the resources and funds of local bodies.

(*d*) Estimated value of public contributions in cash kind or labour expected to be secured for the programme included in the Block Plan. Public contribution should be reckoned for only works under-taken by Panchayats or Village bodies for common or general benefit of the community, or larger section of the community like drinking water wells, school buildings, roads etc., contributions made by an individual for the benefit of himself and his family should not be included.

6. The expenditure statement should also reflect the expenditure under the four heads shown in paragraph 5 above.

7. The Village plan for agriculture *i.e.* the items concerning agricultural production should be entered by the Village Level Worker in a register to be kept in the enclosed proforma. The entries should be made for the village as a whole and not for individual cultivators. This would enable examination as to how the plan was actually implemented, whether there was adequate and timely supply of the credit funds, fertilizers and seeds from outside and whether the cultivators had made their own contributions as promised. The result of such a review at the time of the preparation of the succeeding years' annual plans, would help in lighting the deficiencies and would also enable corrective action to be taken for the following year.

8. In preparing village programmes as indicated above the agricultural production programme should be given the highest priority. The main elements of this programme at the village level are.—

(*i*) Full utilisation of irrigation facilities, including maintenance of field channels in good condition by the beneficiaries, repairs and maintenance of Community Irrigation works and economy in the use of water;

(*ii*) increase in the area under multiple cropping;

(*iii*) a suitable organisation in the village for multiplication of improved seeds and their distributions with a view to cover all the area and all the cultivators;

(*iv*) supply of fertilisers;

(*v*) programme for composting and green manures;

(*vi*) adoption of improved agricultural practices, *e.g.* soil conservation, contour-bunding, dry farming, drainage, land reclamation, plant protection etc;

(*vii*) programme of new minor irrigation;

(*viii*) programme for the introduction of improved agricultural implements;

(*ix*) programme for increasing production of vegetables and fruits;

(*x*) programme for development of poultry, fish and dairy product;

(*xi*) animal husbandry, *e.g.* supply of subsidised breeding bulls and the maintenance, castration of scrub-bulls, growing of irrigated fodder, and improved grasses etc;

(*xii*) programme for the development of the village fuel plantations and pastures.

(*xiii*) bringing additional area under cultivation, where possible;

(*xiv*) regulated grazing by village cattle; and

(*xv*) opening of new Service Cooperative Societies or strengthening the existing society by increasing share capital and deposits and by bringing within its fold as many cultivating families in the village as possible.

Items (1), (2), (3), (5), (6), (8), (9), (10), (11) (12), (13), (14) and (15) will largely depend upon individual and community effort, while items (4), (7) and partly items (3), (10), (11) and (15) will depend upon Government or cooperative finance and supplies. There can be a lot of private effort for new minor irrigation programme also.

9. The annual working plans are already prepared in a large number of blocks but they should hence forward be prepared and broken up into village plans as indicated in the above paragraphs. The Block Development Officers should explain the procedure fully to the Block Level Extension Officers and Village Level Workers and initiate action in December 1960, to prepare the programme for 1961-62.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 9229/3233/*XXII/D-II, dated Bhopal the* 31*st August*, 1960—*Bhadra* 9, 1882.

Copy forwarded to —

1. All Commissioners of Divisions, Madhya Pradesh,
2. All Block Development Officers, Madhya Pradesh.

B. V. VORA,
Dy. Development Commissioner,
Madhya Pradesh.

VILLAGE PLAN FOR AGRICULTURE

Block..................Village......................No. of agricultural households in village..............................

I. (a) Geographical area [acres.......... (b) Cultivated area........ (c) Double cropped area.... (d) Irrigated area........ (e) Old follows cultivable waste and grazing lands......................

II. Principal crops grown last year (with area)(1).......................(2)......................(3)......................(4)...... ....(5)......................(6)......................(7)......................(8)......................(9)......... ....(10)....................

III. Plan for the year.................

Item	Target		Description of items of supply	Supplies required and obtained				Achievement		Remarks
				to be made available through		finally obtained through				
	Unit Quantity	Area to be benefited		Villages own resources	Out side held i.e., Govt. and cooperative channels	Villages own resources	Outside held i.e. Govt. and copperative channels	Unit/ Quantity	Area to be benefited	
(1)	(2)	(3)	(4)	((5)	(6)	(7)	(8)	(9)	(10)	(11)

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PRADESH

No. 18022-300-*XXII -D-I*-57, *dated Bhopal, the* 1*st November* 1957.

To

ALL COLLECTORS,
MADHYA PRADESH.

SUBJECT.—*Organization of youth activities in C.D./N.E.S. Blocks.*

Under the Social Education activities, the organisation of youth clubs is an important item of programme both in the National Extension Service and the Community Development Blocks. They are at present organised under diffierent names, such as Youth Club, Bal Vikas Mandal, Seva Dal, etc. The nomenclature does not matter provided the main objectives of such clubs are fully kept in view. It has been suggested in the minimum programme approved for National Extension Service and Community Development Blocks that at least two such clubs should be organised in every village level wôrker's circle in National Extension Service block and five in Community Development block. It is hoped that they will help in developing desirable standards in farming, house keeping, community life, citizenship and sense of responsibility. The youth clubs, it is felt, will be a good means to approach the adults with many new improvements racommended to be introduced in a given area besides the usual advantages of developing the qualities of citizenship, leadership and important information on the various aspects of life.

2. The fundamental objectives to be kept in view in organising such clubs may briefly be indicated as—

(*i*) Every club, junior or senior, must have one or more group projects for collective action on the part of the members.

(*ii*) Every member of a club must have at least one individual project to learn and to demonstrate to villagers the improved methods and new techniques that are indended to be introduced in the village life.

(*iii*) The club must undertake some community activity in collaboration with other villagers if possible, periodically, say, once a fortnight or so.

(*iv*) To develop recreational and cultural activities.

A draft outline about the purpose, organisation, and actual working of such clubs is appended.

The programme of youth activities does not involve heavy financial responsibilities. Assistance that can be rendered from block funds is indicated in the statements showing the scale of Government expenditure for various items of the Community Development and National Extension Service multi-purpose programmes and scale of grant-in-aid forwarded to you under this office memorandum Nos. 15393-3077-XXII-D-II, dated the 2nd August 1957 and 16165-3099-XXII-D-II, dated the 20th August 1957, respectively.

It is hoped that due attention will be paid by all concerned in organising youth clubs, on proper lines to make the children and young men of the village play effective role in the Community Development Programme.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 18023-300-*XXII -D-I, dated Bhopal, the* 1st *November* 1957.

Copy forwarded to—

(1) All Block Development Officers, Madhya Pradesh,

(2) All the Heads of Development Department, Madhya Pradesh,

(3) All Commissioners, Madhya Pradesh,

for information and necessary action.

P. S. BAPNA,
Development Commissioner.

DRAFT OUTLINE REGARDING THE PURPOSE AND ACTUAL WORKING OF YOUTH CLUBS

I.—PURPOSE

(A) To help rural boys, girls and young men to develop desirable ideals and standards for farming, house-keeping, community life, citizenship and sense of responsibility.

N. B.—The word house-keeping in the above paragraph cannotes, (*i*) beautification of surroundings, (*ii*) beautification of home, (*iii*) better food, better clothing, etc.

(B) To afford rural boys and girls technical instructions in farming and house-keeping so that they may acquire skill and undertaking in these fields and clearer vision of agriculture as a basic industry.

(C) To provide rural boys and girls an opportunity to learn by going through projects selected by them and demonstrating to others what they have learnt.

(D) To instil in rural boys and girls an intelligent understanding and appreciation of nature and their enviroment.

(E) To teach rural boys and girls the value of research and to develop in them a scientific attitude towards the problems of farm and home.

(F) To train rural boys and girls in co-operative and community action so that they may increase their accomplishments and through associated efforts, may better assist in solving rural problem.

(G) To arouse in rural boys and girls the right kind of ambition, to develop in them habits of healthful-living, to provide them with information and direction in intelligent use of leisure and to create in them a desire to continue to learn.

(H) To promote character-building activities amongst rural boys and girls.

(I) To promote healthy recreational and cultural activities.

II.—DIVISION OF ACTIVITIES

(A) Each member shall have an individual project to learn and demonstrate improved mothods, new skills and ideal standards.

(B) Each club must have some Community Project or projects and each member must be made to feel his repsonsibility in the project. (This will probably be a natural outgrowth of club meetings and good leadership within a short while after interest has been aroused through individual projects.)

(C) Recreational and cultural activities to teach co-operation, sportsmanship and to develop cultural traits and talents. This should not become the only theme of programme, but should however, be regarded as an essential item of the whole programme.

III.—ORGANISATION

(A) A suitable name "Bal Vikas Mandal" or "Yuwak Mandal", as the case may be, is considered to be the suitable name.

(B) The membership should be limited to a village. In big villages, the number of junior and senior clubs can, however, be more than one each.

(C) **Qualifications for membership.**—(*i*) *Age limit.*—Boys and girls who are below 8 and above 30 years of age should not as for as possible, be included in the club. Boys and girls from 8 to 16 years of age will form, 'Bal Vikas Mandals', *i. e.*, Junior Clubs and those from 16 to 30 will form "Yuwak Mandal', *i. e.*, Senior Club.

(*ii*) *Educational qualifications.*—No educational qualification is considered necessary for becoming a member. Any boy or girl willing to be a member can be enrolled as a member of a club.

IV.—DEFINITION OF A PROJECT

The following is the definition of a project—

"Any activity which requires individual or group effort, demonstrates a better method for which the member or the group can find the facilities and is within the capability of the member or the group may be regarded as a project."

List of suitable Projects

(A) *Agricultural projects.*—Growing fruit trees, kitchen garden, compost manure, green manure, demonstration of any improved method of cultivation suited to the region, etc.

(B) *House-Keeping.*—Clean homes with better arrangement of household utensils, decoration of rooms, smokeless chula, improved latrines, clean surrounding, soak pits, urinals, pacca bathing plat-form, etc.

(C) *Literacy project.*—Undertaking teaching of 3 Rs.—to boys, girls and adults.

(D) *Other projects.*—Calf-rearing, chicken-rearing, personal cleanliness, spinning of enough yarn for one's own clothes, weaving, preparation approach road, fencing a well, a house, a school building, etc.

(E) As described in II (A) above, projects shall be planned and carried out They should be in line with village development programme. Project record should be kept to show the beginning of projects, all expenditure and receipts, or important activities in chronological order. Unless this is done physical achievements cannot be shown. Attempt should be made to keep such record for individual projects also. Some time at each meeting could be spent on record keeping under the supervision of the Gram Sewak or Extension Officer or Adult leader.

V.—TECHNICAL GUIDANCE

Technical Guidance should be available by the Extension Officers and Gram Sewaks and can also be obtained from experienced local persons.

VI.—SUPPLY OF MATERIALS FOR THE PROJECTS

For the Agricultural projects seeds, fertilizers, etc., should be made available by Block staff according to rules. Free supplies wherever necessary can be given from the head "Demonstration of improved agriculturl practices" in the Block Budget. For public health and other project assistance should be given from the Block budget when necessary.

VII.—SUGGESTIONS FOR ORGANISING A CLUB

1. Be-friending the villagers particularly the leader or the Office bearers of Gram (village) Vikas Mandals, Village Panchayats and gaining their confidence.

2. Be-friending the children and youth of the village.

3. Contacting school-going boys and girls in their schools.

4. Giving them ideas of project indirectly.

5. Giving them an idea of a club.

6. Developing this indirect activity into a club by electing office-bearers and leaders. It is suggested the process of forming Bal Vikas Mandals should be very slow, as it requires careful handling and constant guidance. Yuwak clubs should, however, be organised as per minimum programme.

As far as possible, a villager interested in youth activities may be selected as an adult leader, Otherwise, an interested school teacher may be entrusted with the job. It is desirable to have an advisory body consisting of three persons to guide and help the affairs of the club.

In the initial stages of organisation of the projects and programmes of clubs, the Social Education Organiser, the Agriculture and Veterinary Extension Officers and the Gram Sewak should, as far as possible, be present in the village and attend the meeting to be held for the purpose. The Social Education Organiser will be the Chief Guide of the activities and whenever necessary he willl get the technical problems solved by different Extension Officers. When on tour, every Extension Officer, Block Development Officer and others should pay special attention to the activities of the Clubs and render all possible help including technical assistance in the subject concerned.

VIII.—MEETINGS OF THE CLUB

To start with, fortnighly or even weekly meetings may be held as per convenience and requirements. The Gram Sewak concerned or one of the members of the Advisory body should make it a point to attend this meeting and help the Secretary to record the proceedings. In these meetings, each member should give an honest account of his or her project and get the difficulty solved from the leader, Gram Sewak, or technical person present at the meeting. The programme of work for each project or Community activity may also be chalked out.

Sample programme for the Meeting

First Meeting.—(*a*) The Block Development Officer or any other Extension Officer should explain the ideas, objectives and functions of the Club and the decision taken for the formation of the Club. This should be followed by enrolment of members and election of office bearers by the members themselves under the guidance of adult leaders.

(*b*) A complete idea about different projects or Community activities that could be taken up is given to the members and they are given an opportunity to select projects and Community activities of their liking and for which facilities exist or can be made available.

The details of working a particular project or Community activity so selected by the member are explained to him by the Extension Officer or Gram Sewak concerned and the date of starting the project or Community activity is fixed.

(*c*) There should be a regular meeting in which following business is transacted—

(1) Roll call by Secretary.

(2) Confirmation of the minutes of the previous meeting.

(3) Narration of honest details of his project by each member.

(4) Narration of the results and Community activity undertaken.

(5) Difficulties, if any, be solved by leader, Gram Sewak or Extension Officer present at the meeting.

(6) Suggestions for future guidance be given by Extension Officers.

(7) A programme for the next fortnight is chalked out.

(8) Interesting games or recreational (cultural) programme may be arranged.

Office bearers.—President, Vice-President and Secretary are to be elected. Small Clubs may not have Vice-President. An advisory body of the local adults interested in club activities may be formed.

How will the business of the meeting be conducted.—The business of the meeting will be conducted by the President and the decision taken by the majority.

Records.—One register should be kept allotting separate pages for (*i*) enrollment (*ii*) attendance and (*iii*) proceeding of the meetings.

Adult leader.—Adult leaders are needed for supervision of meeting for day to-day guidance in project work and for giving expert advice.

The supervision work can best be done by the school master, the day-to-day general guidance by the adult leader and technical guidance by the Extension Officers and Gram Sewak.

It is proposed that wherever possible there should be one village leader for each type of project. He will act as a guide and friend to the boys taking up various activities of project. The adult leaders should have genuine interest in and aptitude for the work of youth clubs. In addition they may be experienced cultivators, fairly well educated and may h ave experience of orgnisational work

They should be selected by the clubs themselves under proper guidance The selection should be made in their absence and they should be approached and requested by the clubs.

IX.—TRAINING OF THE LEADER

The leader will need some training in guiding the activities of the clubs, particularly training about his duties as a leader and the way in which he has to discharge them. This training canbe given from time to time by the Gram Sewak, Block-Development Officers, Social Education organisors and other Extension Officers working in the Block during the course of their visits to these villages and also in the village leaders training camps.

A badge for each member is considered desirable. A uniform may, however be prepared at the expense of the members themselves.

X.—PROGRAMMES

At this stage, regional events within a block may be held annually at convenient time in the locality. Usually, advantage can be taken of established festivities.

This would give a better opportunity to stage more than one programme at a time. The events should have the following objectives:—

(1) Fellowship, (2) Development of natural talents, (3) Cultivation of organizing capacity, (4) Publicity, (5) Enlightenment through exhibition, (6) Stock taking of the early work done, and (7) Teaching discipline, etc.

To meet the above objectives, it is felt that the rallies be held for two days at a stretch. It is also suggested that sufficient free time should be left for members of the clubs, to enable them to have an exchange of ideas. While chalking out a programme for rallies, the following sample activities may be taken into consideration:—

(1) Exhibition, (2) Sports and competition, (3) cultural programme, (4) Method of demonstration carefully prepared and practiced, and (5) Visits to local projects.

It is suggested that speeches should not occupy a very large period of time. Office-bearers of the clubs should be given an important place in framing the programme of the rally.

Marches can be arranged for visiting one or two villages, particularly with a view to demonstrate the benefits of youth clubs and starting new clubs, where possible.

XI.—AWARD OF RIBBION, CERTIFICATES AND PRIZES

Certificates and prizes may be awarded in regional rallies depending on funds available. Acareful study should be made to see that prize distribution encourages exactly what it is meant for. In addtion, inter and intra club competition of individual and Community projects may be instituted and prizes awarded at public functions.

XII—MISCELLANEOUS

With a view to promote uniformity and build-up ties of oneness, etc., common emblem, motto, pledge, etc., are considered very desirable. Before anything better is envolved the following may be adopted for the present:—

(1) *Emblem and Motto.*—The emblem may have four patals of lotus with three green leaves having the phrase 'विकसित बालक' written on it, one letter on each patal and leaf.

(2) *Pledge.*—A pledge is being worked out and will be issued in due course.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION
MADHYA PRADESH

*No. Adm/D/*127/1957/11, *dated Bhopal, the* 29*th October* 1957.

To

(1) Deputy Director of Education, Gwalior/Indore/Ujjain Region, Gwalior Indore/Ujjain,

(2) Divisional Superintendent of Education, Jabalpur/Raipur/Bilaspur/Hoshangabad,

(3) Assistant Director of Public Instruction, Rewa/Gwalior,

(4) Inspectress of Girls Schools, Gwalior/Ujjain/Indore/Raipur/Jabalpur/Chhatarpur/Rewa,

(5) District Inspector of Schools,

Madhya Pradesh.

SUBJECT.—*Intensive Development Work in the Community Development and National Extension Service Blocks.*

As you are aware, intensive development work is carried on in the Community Development and National Extension Service Blocks. This work touches the life of villagers in all the aspects and the whole programme is intended for the welfare of villagers and their social, economical and educational improvements. In this work the village school teachers occupied a prominent place.

There are several ways in which primary school teachers can be inspired and undertake village activities calculated to the benefit of the village as a whole.

The following are the type of the suggestive activities which teachers may be stimulated to undertake in the village areas where C. D. and N. E. S. Block exists:—

(1) Adult-literacy work including follow-up work, *i. e.*, to see that persons made literate are supplied, reading material and refresher courses are arranged.

(2) Village Libraries' Work.

(3) Organisation of Community Centres and participation in its activities.

(4) Recreational activities of school children and adults in villages.

(5) Organisation of Seva Dals or Youth Organisations.

(6) Organisation of Children's activities.

(7) Cleanliness programmes for school children *e. g.*, washing of clothes community baths, cleaning of teeth, parades.

(8) Village cleanliness programme through school boys by organisation of Mohalla and House cleaning programmes at regular intervals.

(9) Tree plantation and growing of flowers.

(10) Making popular the use of latrines, urinals and dustbins, within school premises as well as in homes.

The teachers can be key-centres for village development activities. If the villagers take real interest in these activities they would help substantially the onward progress of the programme.

I would suggest that you and your assistants may help the teachers to formulate the particular and realistic targets to be achieved and we should all do our very best help towards their attainment.

I shall be glad to hear in due course what steps have been taken by you in this direction.

Director of Public Instruction,
Madhya Pradesh.

GOVERNMENT OF MADHYA PRADESH

PLANNING AND DEVELOPMENT DEPARTMENT

No. 24261/2954/*XXII/D-I, dated Bhopal, the* 27*th November* 1957.

Copy forwarded to—

(1) The Commissioners (All),

(2) The Collectors (All), and

(3) The Block Development Officers (All),

for information and necessary action.

H. N. BANERJI,
Under Secretary to Government.

OFFICE OF THE DEVELOPMENT COMMISSIONER, MADHYA PRADESH

Memorandum No. 429, *dated Bhopal, the* 20*th January* 1958.

To

All COLLECTORS.

You are already aware of the great importance and urgency attached to the programme of agricultural production during the Second Plan period. This programme has to be given the highest priority in National Extension Service/ Community Development Blocks and it has already been made clear to all Block Development Officers and Village Level Workers that their work will primarily be judged by the progress of agricultural programme in the blocks. The minimum target for increasing agricultural production in Community Development/National Extension Service Blocks has been indicated in the minimum programme approved or these blocks. It is 20 per cent in the case of National Extension Service Blocks and 30 per cent in the case of Community Development Blocks.

2. Effort has been made to prepare detailed agricultural programme for every block; even village programmes have been framed in many cases. But it has been found that except in the case of predominantly irrigated area or areas where certain special schemes are under operation, the content and magnitude of the programme is so small that the increase in agricultural production by 1961 is not likely to be more than 10 per cent. The actual results in the field may be even less.

3. It is, therefore, of utmost importance to frame a programme which may be capable of yielding increased production to the extent of 30 to 50 per cent it predominently irrigated areas and in areas of assured rainfall, and 20 to 30 per cent in predominantly non-irrigated area. In irrigated areas, the use of fertilizers should be pushed up as much as possible and in paddy areas, the programme of paddy bunds should also be taken up on a large scale. The programme of green manure can also be pushed up without much difficulty in such areas.

4. The non-irrigated areas which consist of 95 per cent of the total cultivated area in this State, present a real problem. Effort should be made to push up the programmes of minor irrigation and field embankments as much as possible, but these programmes can naturally be of limited application. Although, these programmes are very important from the point of view of long-range economy, their contribution during the short period in view cannot be appreciable.

5. The programmes which are considered suitable to be taken up on a large scale in non-irrigated areas, can, however, contribute only a very modest increase in production. It is, therefore, evident that if production to the extent of 20 to 30 per cent has to be increased in these areas, we should concentrate on a few items which, we consider, are capable of being taken up by a majority of cultivators in practice. If this can be done, small increases in the production of a large percentage of cultivatiors can give us the desired result.

6. If we want a large percentage of cultivators to adopt certain methods and techniques, it is essential that we should concentrate on a few items and only on such items as are considered by us, in view of our past experience, capable of being accepted and adopted by the vast majority of below-the-average farmers. Again, the adoption of such practice should be within the means of such farmers. Considering all these aspects, the following items are suggested for mass adoption:—

(1) Coverage of as large an area as possible with improved or approved seeds.

(2) Green-manures like, Sunn-hemp, Dhaincha, etc.

(3) Repair of paddy bunds and construction of new paddy bunds in paddy areas.

(4) Improved Biyasi system in paddy areas.

(5) Proper rotation of crops.

(6) Increasing area under double crop in certain suitable tracts.

(7) One or two improved techniques or cultural practices which are very suitable and pointed for any block or part of a block. These practices should be such as are followed at present by progressive or average farmers in that area and which are capable of yielding substantial and visible results. They should, further, be selected in consultation with the progressive farmers of the area.

7. A programme as indicated in paragraph (6) above, should be drawn up so as to cover 60 to 80 per cent of the cultivators in each block by 1961 and there should be an intensive drive at all levels to implement the programme on a mass scale. It does not, however, mean that other programmes should not be pushed up. In fact, the programmes of minor irrigation, fertilizers, compost, filed embankments and development of fruits and vegetables should be taken up on as large a scale as possible but these will have to be confined to a small percentage of cultivators at present. The programmes stated in paragraph (6) above, can only be taken up on a mass scale and will, therefore, require, utmost perseverance and drive at all levels.

8. The District Agricultural Officers and the Block Development Officers should get the three-year agricultural programmes of the blocks revised as indicated above and prepare detailed programmes for the year 1958-59 as early as possible. The availability of improved seeds, fertilizers and seeds of green-manures should be indicated by the Agriculture Department in advance.

9. Before the three-year agricultural programme of a block is finalised, the District Agricultural Officer should calculate on the basis of usual yard-stick, whether the programme prepared is capable of increasing agricultural production to the extent of the minimum target fixed for that block. This is very essential and the Deputy Directors of Agriculture should also check this when they visit the blocks.

10. The Director of Agriculture is also issuing detailed instructions in the matter very soon.

P. S. BAPNA,

Development Commissioner.

No. 430, *dated Bhopal, the* 20*th January* 1958.

Copy forwarded for information and necessary action to—

(1) Commissioners (All).

(2) Director of Agriculture, Madhya Pradesh.

(3) Deputy Directors of Agriculture (All Divisions).

(4) District Agricultural Officers/Extra-Assistant Director (All Districts).

(5) Block Development Officers (All).

P. S. BAPNA,
Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PRADESH

No. 13161-6245-*XXII-D-II, dated Bhopal, the* 13*th October* 1958—*Asvina* 21, 1880.

CIRCULAR

To

All COLLECTORS,

Madhya Pradesh.

Subject.—*Intensive drive to increase Agricultural Production.*

I have to invite your special attention to the following circular letters issued from this office on the above subject, and to state that during my visits to a few blocks recently, I was pained to notice that sufficient importance is still not being given at the block level to the instructions contained in the letters referred to above. My feeling is that most of the Block Development Officers and Extension Officers (Agriculture) have not correctly understood the implications of these instructions:—

(1) Memorandum No. 429, dated the 20th January 1958.

(2) Memorandum No. 6900-1992-XXII-D-II, dated the 23rd April 1958.

(3) Memorandum No. 11960-5191-XXII-D-II, dated the 30th August 1958.

2. Even at the cost of repetition, I would like to emphasise that agricultural production cannot be increased to any appreciable extent, particularly in predominantly non-irrigated areas, unless we can enthuse the majority of average and below-the-average farmers in a village to adopt improved techniques and put in harder work. The steps essential to bring about these conditions are—

(i) Selection of a few items of improved agricultural techniques or practices, particularly suited to the area, for being adopted on a mass scale.

(ii) Setting-up of an organisation at the village level—may it be Gram Panchayat, Co-operative Society or a body of enlightened farmers for framing and implementation of detailed village programme; and

(iii) Laying out of effective methods and result demonstrations on the fields of model farmers or average cultivators with a view to show the usefulness of the improved techniques or practices advocated.

3. The agricultural demonstrations have, of course, to be laid-out during particular seasons, but they have to be followed very carefully, according to the instruction already issued, until the crop is harvested. We have not only to demonstrate the usefulness of the technique or techniques for which the demonstration has been laid but have also to convince the farmers that the adoption of the technique is within the means of the average or below-the-average cultivators and can be adopted in the conditions prevailing in their villages. It has, therefore, to be carefully seen that the demonstrations prove effective in convincing the cultivators to such an extent that they start adopting the practices or techniques demonstrated. On the other hand, practices which are of doubtful value in the peculiar conditions of any village, should be given up and should not be pursued.

4. The selection of suitable items for a village and setting up of an organisation at each village level requires a continuous programme all the year round. It has, however, been found in most of the blocks that these programmes are undertaken and pursued only a month or two before the Kharif and Rabi sowings, with the result that we have been able to cover only a small percentage of the villages in the blocks in an effective manner. The task of enthusing and involving thousands and lacs of cultivators through their willing co-operation is not an easy matter which can be achieved with casual programmes and general instructions. It requires intensive and continuous work at village level. It is again not enough to make a programme for the village as a whole, but a production programme for each family will have to be prepared. This cannot, evidently, be achieved unless a few items are selected for each village and there is a suitable body in each village to undertake this task.

5. The Block Development Officers should see that monthly targets are fixed for these two important items with a view to cover all villages in their blocks by April 1959, at the latest to the task, however, will not be completed only by selection of suitable items and setting up of a body at the village level. The results of the previous years will have to be examined and discussed, the programme for the coming year will have to be suitably modified, detailed programme for each family for the ensuing year will have to be chalked out, the requirement of improved seeds, fertilisers, etc. will have to be calculated, improved seed will have to be procured from the registered growers and programme for its further distribution will have to be prepared and lastly each cultivator will have to be fully prepared for the programme to be undertaken during the next Kharif and Rabi seasons. It will, therefore, be seen that it is a continuous process and not only a seasonal work. It should, ther fore, be pursued on a monthly basis, with special drives two months before the Kharif and Rabi sowings.

6. The Block Development Officers should pay personal attention to this work of highest priority in all its aspects and should evaluate the results from quarter to quarter.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 13162-6245-*XXII-D-II, dated Bhopal, the* 13*th October* 1958—*Asvina* 21, 1880.

Copy forwarded for information and necessary action to—

(1) Commissioners (All).

(2) Director of Agriculture, Madhya Pradesh, Rewa.

(3) Deputy Directors of Agriculture (All Divisions).

(4) District Agricultural Officers/Extra-Assistant Directors (All Districts).

(5) Block Development Officers (All).

P. S. BAPNA,
Development Commissioner.

OFFICE OF THE DEVELOPMENT COMMISSIONER
MADHYA PREDESH

No. 14194/4680/*XXII/D-II, dated Bhopal, the* 14*th August*, 1958—*Sravana* 23, 1880.

To

All COLLECTORS,
Madhya Pradesh.

Subject.—*Minimum Programme for a Women's Centre.*

In the minimum programme laid down for CD/NES Blocks, at least one Women's Welfare Centre has to be opened in each Gram Sewak's Circle and accordingly such centres have been opened in many blocks. It has, however, been observed that the activities in these centres are confined mostly to weekly 'Bhajans and 'Kirtans' and to the teaching of embroidery, knitting and similar fancy work to a very small number of women in the village. In the early stages of Community Development Programme Women's Centres were generally started with this kind of programme with a view to be able to collect the women-folk at one place and make some sort of beginning. Now that the Community Development Programme has been in operation for about six years and its message having reached a considerable section of rural masses, it is desirable that the programme of Women's Welfare Centre takes a realistic shape to serve the real purpose in view. The objective behind Women's Welfare Programme is to provoke and develop, in rural women, a progressive outlook and to create in them an urge for better living and for intelligently participating in economic programmes and in activities that tend to improve their home as well as living conditions. Less and less emphasis should, therefore, be laid on 'Bhajans' and 'Kirtans' and on embroidery and other fancy works which merely become show pieces for visitors and greater and greater importance should be laid on (*a*) Economic Programme, (*b*) Sanitary Programme, and (*c*) Programme relating to care of children.

2. The Economic Programme will generally consist of (*a*) a craft, (*b*) Kitchen-gardening, (*c*) poultry keeping, and (*d*) better care of milch cattle. The main objects of a craft centre can be two-fold. Firstly, to enable the rural women to make some additional income and secondly, to enable them to prepare certain articles of household use like shirts, blouses, simple home decorations, etc. The centre should really become a media for affording to all catagories of women in the village, knowledge as well as practical training in simple arts and crafts which bring some economic benefit to their families either in the form of cash income or in kind to supplement household needs. Simple tailoring, spinning, weaving where possible, kitchen-gardening, Poultry-keeping, care of cow and buffaloe mending of clothes, etc., can be some of the items for such training. Further, it is very necessary that the crafts chosen for training should satisfy certain essential conditions. Firstly, the raw-material should, as far as possible be available in local market. Secondly, it must be in keeping with the tastes and the requirements of the local people. Lastly, it must be within the means of the women to purchase the raw-material required. For example, knitting of sweaters is generally not in keeping with the requirement of the rural population. A few middle class families may wear sweaters but the cultivating and artisan classes usually do not use them. Again, it is difficult for most of the rural families to purchase wool required for knitting sweaters and other articles of that kind.

3. Under 'sanitation' will come activities like sanitary drinking water, soakage pits and proper drainage of household water, *pucca* platform for bathing and washing, water seal latrines and urinals, *pucca* floor of cattle-shed, keeping cooked food properly and hygienically, keeping neat and clean the spot where drinking water is stored and smokeless *chulhas*.

4. Activities pertaining to care and health of children will include items like proper feeding, periodical baths, washing of clothes, cleaning of teeth, eyes and nails. It is very necessary that adequate attention is paid towards these items because their adoption usually depends upon the proper outlook created in the women-folk. These activities should, therefore, form an integral part of Women's Centres.

5. The Lady Social Education Organiser, the Gram Sevikas or the Local Lady Worker in charge of a Women's Centre should not confine her work to running of a class of a few women once or twice a week, as she does at present, but she should establish close contacts with the rural women by actually visiting the households and giving various types of demonstrations and trainings illustrated above. She should take advantage of the gatherings at 'Bhajans' and 'kirtans' and utilise these occasions for propogating new ideas through personal talks and discussions. In such meetings after the 'Bhajan' programme is over she can explain the different items of programme and try to develop their interest and curiosity by involving them in simple talks and discussion and narration of mutual experiences. She should follow these talks by personal visits and actual demonstrations in their homes. She may start with a few households in the beginning and gradually widen the scope of her activities, but it is very necessary to frame targets to be achieved under each type of activity so that progress could be measured every quarter. The lady worker should not feel shy of framing targets and of subjecting her work to quarterly assessment because it is only through such assessment that the real difficulties are known and action is taken to resolve them. Further, no systematic work is possible on such a wide scale, unless proper targets are framed and every one is clear as to what has to be done and achieved. It does not matter if the targets are kept low in the beginning, but the lady worker should know the priorities and the main directions she has to apply her mind to.

6. It will be evident from the foregoing paragraphs that intensive efforts will be required at the village level for successful implementation of women's programme and this cannot be done only by Gram Sevika and Lady Social Education Organiser unless local women are prepared to take up this work. The lady S. E. O. and Gram Sevika should, therefore, consider it their prime duty to prepare as large a number of local women as possible for taking responsibility for women's programme in their villages, for which an allowance of Rs. 15 to 20 per month has been provided in the schematic budget. It may be pointed out here that this work is of such vital importance that an attempt should be made by male S. E. Os., to achieve minimum targets in this direction in blocks where lady S. E. O. or Gram Sevikas have not yet been posted.

7. With a view to equip the local lady workers with knowledge or know-how of the various items which are desired to be taken up under women's programme, it would be necessary to arrange periodically orientation and refresher courses of one to three days duration for them at convenient centres. If it is difficult to hold a camp in the beginning, it will be advisable for the extension personnel to explain the scope and the nature of work to the lady worker at the village itself and demonstrate the item which they recommend. The Lady Social Education Organiser and/or Gram Sevika and in their absence the Male Social Education Organiser /Gram Sevak should frequently meet the lady worker and guide her

in her day-to day work. The Block Development Officer should also take keen interest in their work and provide frequent guidance. After the programme so suggested makes some headway, a training camp of three to five days duration should be held every year at any convenient centre.

8. The agency of women teachers of village schools can also be utilised and they should be persuaded to take a few suitable items of women's programme in the villages of their residence. A training programme is being arranged under which all the lady teachers in a block will be given training of two to three weeks' duration in social education and particularly in the important items of women's programme during the Stage I period.

9. The Block Development Officers should see that a new orientation is given to women's programme in their blocks and should make a sincere effort to achieve at least the minimum targets in this direction. The minimum targets to be achieved at the Women's Centre during the block period are indicated in the Annexure enclodsed with this memo.

S. C. Varma,
Deputy Development Commissioner.

ANNEXURE

Minimum programme for a Women's Centre

1. To send at least 25% of maternity cases to the village maternity home, if any.
2. To introduce at least bi-weekly bathing and washing of clothes in five households per year (where this is not already done).
3. To persuade annually at least five families to send their daughters of school going age to village school if they are not already attending the school.
4. To induce at least 25% of households to send some grown-up women from their homes to the Craft Section of the Village Women's Centre.
5. To introduce soakage pits and proper drainage of water in at least 25% of households.
6. To prepare at least 10 households for water-seal latrines in their houses;
7. To prepare at least 10 households for improved urinals in their houses.
8. To prepare at least 10 households for *pucca* bathing platforms in their houses;
9. To prepare at least 10 households for smokeless *chulas*.
10. To prepare at least 10 households for improved method of plastering floors.
11. To persuade at least 10 households to have compost pits for disposals of all waste material, etc.
12. To persuade at least 10 households to have *pucca* or improved floors of cattle sheds.

13. To persuade at leost 10 households to keep the portion of street or lane in from of their houses clean.

14. To persuade at least 10 households to keep drinking water pots on a raised platform and in a clean condition.

15. To persuade at least 10 households to have small kitchen-garden.

16. To persuade at least 10 households to have some flower beds or flower pots.

17. To persuade at least 10 households to keep their homes well arranged.

18. To persuade at least 10 households to have small savings.

19. To organise monthly cultural programme of women in the village.

20. To persuade at least 10 households to include leafy vegetables in their diet.

The above items are exclusive of activities like Craft Centre, 'Bhajans' and 'Kirtans' and work relating to care of children described in this office circular attached.

OFFICE OF THE DEVELOPMENT COMMISSIONER MADHYA PRADESH

No. 6059/2398/*XXII/D-II, dated Bhopal, the* 6th *April* 1959—*Chaitra* 16, 1881,

To

ALL COLLECTORS,
MADHYA PRADESH.

I have to invite attention to the memos. shown below issued from this office regarding the preparation of detailed agriculture programmes in the villages in Development Blocks:—

(1) Memo No. 429, dated 20-1-58.
(2) Memo No. 6900/2992/XXII/D-II, dated 23-4-58.
(3) Memo No. 13161/6245/XXII/D-II, dated 13-10-58.
(4) Memo No. 1639/985/XXII/D-II, dated 31-1-59.

Inspite of detailed instructions having been issued in writing from time to time and having personally explained the procedure during the various Seminars and also during my tuors, I find that barring a few exceptions, the Block Development Officers and the Agriculture Extension Officers are still not paying the required attention to this work. Most of the Block Development Officers are still in the habit of making certain programmes at the Block Level and then distributing the targets to different V.L.W's Circles. This method is perhaps all-right so far as the distribution of fertilizers or improved varieties of seeds are concerned because they are available only in limited quantities. But even here the conditions of different villages differ and the previous year's results have to be taken into consideration, particularly where fertilizers have been applied in non-irrigated areas. Similarly, a local system of multiplication and distribution of improved seeds has to be organised in every village to saturate the areas under different crops with the required type of seeds. All these things can-not be done by preparing agricultural programmes from the district or Block level. In regard to green manuring, composting and other improved techniques, preparation of programmes for each Kharif and Rabi season at the village level and in consultation with the villagers concerned is absolutely essential, if the programme is to cover increasing number of cultivators and larger and larger area every year.

2. In some Blocks attempts have been made to prepare village programmes at the village level, but this work has been mostly left to the V. L. Ws. The Block Development Officers and the Agriculture Officers have hardly visited a few villages for this purpose. Important steps to be taken for preparation of village Agriculture programmes every year are again enumerated :—

(1) An Agricultural programme for the next Kharif and Rabi seasons should be prepared every year at the village level after detailed discussion with the villagers and after reviewing the programme undertaken and, if possible, also the results achieved during the previous Kharif and Rabi seasons. Results obtained or expected to be obtained at the demonstration plots should also be carefully considered.

(2) A few items, two, three or four, specially suited to the conditions of the village should be selected for mass drive.

(3) The programme for the next Kharif and Rabi should cover larger number of cultivators and much larger cultivated area with the improved techniques and practices than in the previous year, the objective being to cover all the cultivators and all the area during next two or three years.

(4) It should be carefully seen that the improved practices and techniques do not remain confined to a few good farmers in the village, and that the coverage of average and below-the-average farmers substantially increases every year.

(5) The programme for the next Kharif and Rabi should not be confined to those cultivators who readily agree, but a target should be fixed for preparing a certain number of small and indifferent cultivators also. It should be the duty of the local non-official organizations and the Village Level Workers to prepare those persons and push up the programme.

(6) Detailed follow-up should then be done by the Local Committee, may it be the sub-committee of the Panchayat, Vikas Mandal or *ad-hoc*-Committee of progressive farmers. In any case the persons trained at the functional Village Leaders Training Camps and members of the Youth Organizations, if any, should be fully utilized in the preparation and the implementation of the village agriculture programme.

(7) There should be effective method and result demonstration for the various improved techniques in the fields of the model farmers or in the fields of average cultivators. Sufficient amount has been provided in the budget of the blocks for these demonstrations.

3. The preparation of these village programmes every year should be started say, from the month of November after the Rabi sowings are over. The Block Development Officers and the Agriculture Extension Officers should themselves undertake this work and cover a very substantial number of villages upto next April. As it would not be possible for them to cover all the villages during this period, some of the villages in every V. L. Ws' circle should be covered by the Village Level Workers concerned. Social Education Organisers and the Co-operative Officers can also give some assistance in this work.

4. In some Blocks, I was told by the B.D. Os. that a substantial target was kept for paddy bunds and field bundings in Rabi areas. On close enquiry I found that this was a normal agricultural practice in those areas and a certain number of cultivators always repaired their bunds and a few constructed new ones in every village as a normal agriculture practice. Thus, it is no use framing big targets for normal agriculture practices in any particular area, excepting when we want certain indifferent cultivators also to adopt those practices. If that is the intention, a precise list should be made of such cultivators in every village when village agriculture programmes are prepared and then targets should be fixed for preparing a few of them every year. If the general and overall targets are fixed for normal agriculture practices, it means that the agricultural programme consists of items which are already practiced in that area and in such cases there is no extra effort on the part of V. L. Ws. and Extension agency. For example, it does not mead very much for a V. L. W. to say that in the previous year 50 persons repaired their bunds and 10 persons constructed new bunds in his circle, if this is the normal agriculture practice there. This item will have a meaning only if he can show that certain indifferent cultivators have been persuaded to improve their bunds or construct new ones and for this purpose a detailed list of such cultivators will have

to be prepared at the village level. The agriculture programmes for such normal practices should, therefore, be drawn up with very great care and this cannot be done unless these programmes are made after full discussion at the village level. The idea is not only to have a good paper programme, but to introduce new and improved techniques and practices and to make the indifferent farmers do what is already being done by good or average farmers. All this requires some re-orientation and much harder work on the part of such cultivators. As the number of such cultivators is very large in every village, it requires great pursuation, effective demonstrations and detailed follow-up at the village level.

5. The general pattern of cultivators in a village is that roughly about five to 10 per cent of the cultivators are of good type who understand and make effort to improve their farming, Another 10 to 20 per cent. of the cultivators are such as would adopt improved techniques without much difficulty, if they are explained the things properly. But the remaining 60 to 70 per cent of the cultivators come under the category of average, below-the-average and indifferent cultivators. It is with regard to this category of cultivators that a great effort has to be made and we cannot succeed unless intensive work is done at the village level.

6. When we visit villages and discuss matters with the cultivators, we always find good cultivators coming in the front and saying all they are doing in the village. The majoriy of cultivators who come under the third category merely stand there perhaps because they have been asked to come. Unless some of them are critically cross-examined, it is really difficult to find out what they really think about the improved techniques advocated and what are their real difficulties in adopting those practices. The yearly village programmes have, therefore, to be made after a detailed discussion and after finding out the real views and difficulties of these cultivators because the primary task is to make the cultivators of this category accept the improved techniques and make them adopt those techniques by working harder then before.

7. In many Blocks, I find that the V. L. Ws. do not have much work pertaining to agriculture from November to March or April. This is because they have not started preparing detailed programmes for the next year and also because their programmes, where they have been prepared, consist of what a few persons have readily agreed to do. They, therefore, think that nothing more remains to be done until the time for the distribution of seeds and fertilizers comes in next May or June or in September or October. They will have a substantial work to do in the sphere of agriculture, if they have to cover new areas and new cultivators every year and if detailed agriculture programmes are made at the village level with the objective of achieving a substantial increase in the agricultural production in every village.

8. You are requested to see that the work of preparation of agriculture programmes at the Village level is started without delay and is given prime importance and highest priority by the Block Development Officers in the Development Blocks. This question may also be discussed in detail and carefully reviewed in the quarterly meetings held at the District level. The District Agriculture Officers should also be asked to visit villages when they go to Blocks and see that the Agriculture Extension Officers cover a few villages every month.

9. The Block Development Officers should realise that the progress of work in the Blocks and their own worth primarily be judged by the results achieved in the agricultural sphere. Similarly the Agricultural Extension Officers should realise that their main work is at the village and field levels and not at the table in their office at the Block Level.

P. S. BAPNA,
Development Commissioner,
Madhya Pradesh.

No. 6059-A/2398/*XXII/D-II, dated Bhopal, the* 6*th April* 1959—*Chaitra* **16**, 1881.

Copy forwarded to—

(1) All Commissioners of Divisions, Madhya Pradesh.

(2) Director of Agriculture, Madhya Pradesh, Rewa.

(3) All Deputy Directors of Agriculture, Madhya Pradesh.

(4) All District Agriculture Officers, Madhya Pradesh.

(5) All Block Development Officers, Madhya Pradesh.

P. S. BAPNA,
Development Commissioner.

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